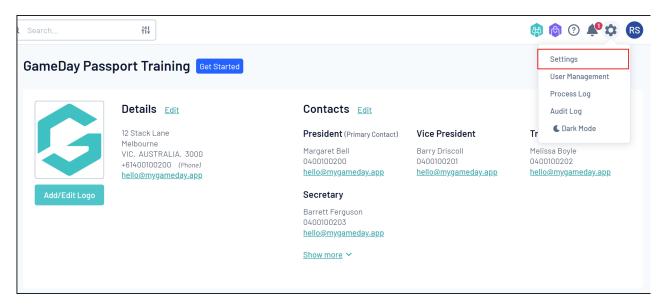
How do I assign a coaches and managers to a team?

14/10/2025 3:32 pm AEDT

To add a coach or manager to a team, you need to configure the Team Coach or Team Manager field in your Field Configuration.

To do this:

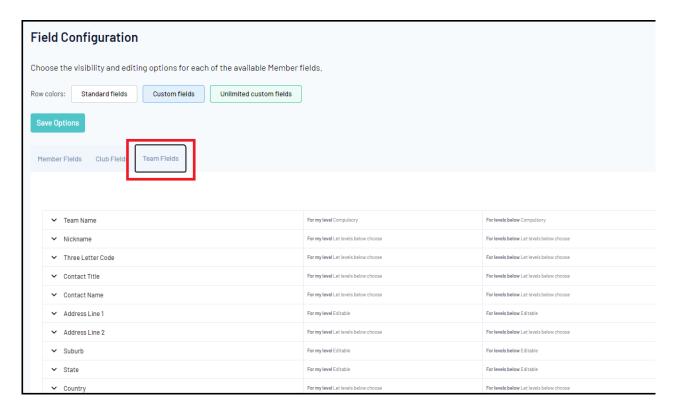
1. Click the Cog on the right-hand side of your dashboard and then click SETTINGS



2. Click FIELD CONFIGURATIONS

nfiguration						
These configuration options allow you to modify the data and behaviour of the system.						
Manage Users and Security	Configure Database Fields	Setup Registrations	Manage Competitions			
Password Management	<u>Custom Fields</u>	Age Groups	Statistics Templates			
<u>Permissions</u>	Field Configuration	Seasons	<u>Ladder Templates</u>			
	Manage Lookup Information	Clearance Settings	Fixture Templates			
	Member Packages		Media Outlets			
	Member List Display		Finals Eligibility Settings			

3. Click **TEAM FIELDS**



4. Expand the **TEAM MANAGER** and/or **TEAM COACH** field

`	✓ Alternate Uniform Top Colour	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
`	✓ Alternate Uniform Bottom Colour	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
`	✓ Alternate Uniform Number	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
`	/ Team Notes	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
\	✓ Team Coach	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
`	✓ Team Manager	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
`	 Exclude from Club Championships 	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose

5. Set the display status to **EDITABLE** or **COMPULSORY**



Now this field will display when you are editing a team.



Note: For a member to appear in the Team Coach field, they need to be registered in the current season as a Coach.

For a member to appear in the Team Manager field, they need to be registered in the current season as a Volunteer.

This can be configured at the member level by updating the relevant setting in Member History > Clubs > Edit Clubs.