

Registering team members in Multiple Roles on One Team

How team members are invited to a team differs for those who will fill more than one role on the team. If that team member is one of the team's players, the way they are invited or registered is more critical. (Before making changes to a team member who have already been added to the team, read the final section below **)

In general, a team member has **one primary role** with a team. Each team member only needs to complete one registration (per team). Any additional, or secondary, roles *with the same team* are allowed and will be identified by the participant within their registration.

Every team must have at least one Team Manager who registers as a Team Manager in EventConnect and acts as the Primary Team Manager. Any other team managers are considered assistants.

Any manager or coach who is NOT going to be a player on the same team should be invited as a manager or coach. He/she can identify a second non-player role within the management questions they will be asked to complete. Examples:

- Team Manager is also the Coach: registers as Team Manager and selects any additional role(s) as part of the registration questions.
- Coach is also an Assistant Manager: invited and registers as a coach then selects additional role(s) of within the registration questions.
- Guardian is also a coach or manager:
 - A participant who is first invited to the team in the role of manager or coach may add their minor child to the team through their dashboard
 - To assign a parent/guardian who was first affiliated with the team through a minor participant,



click the 3-dot icon to the right of the guardian's name and select "remove from attendance". Once the guardian is removed from attendance, they may be invited to the team as a coach or manager.

Add team members filling Dual Roles INCLUDING "Player" as follows:

- ***Primary Manager + Player:** register as Team Manager, and select any additional role(s) as part of the registration questions asked of managers. The Primary Team Manager will not need to complete separate Player Questions. **This is the ONLY situation where a dual role involving a player is registered as a Team Manager and not a player.**
- **Assistant Manager + Player:** invited and registers as a Player then selects additional role(s) of within the Player Questions.
- **Coach + Player:** invited and registers as a Player then selects additional role(s) of within the Player Questions.

**** For those already added to a team:**

The following applies to most situations where roles are being added or changed. Exception: to change an existing player to the role as the Primary Team Manager, contact gina.koehler@sandsoccer.com.

All other situations: from the primary team manager dashboard, click on the "player card" for the manager or coach you need to change to player as their primary role. Click on "Edit Manager/Coach Registration answers". Find and update the question(s) relating to "Participant Role". In the case of those registered originally as a coach or manager, there is another question, "Will this coach / manager also be a Player on this team?" that will need to be updated as well.