



## Manager Access on a Team

Team owners or organization administrators can grant manager access to any member on a team roster. Learn more: [Member Types and Roles](#)

 **Note:** Managers have full editing rights to the team they are on. All users with login access to the manager's member profile will be able to utilize the manager permissions. We do not recommend adding or inviting contacts under a manager member's profile.

There is no limit to the number of members on your team that can have manager access. If your intended manager is an adult that is listed under a child's existing player profile, create a new, separate roster profile for the adult and invite them to the team with their new manager profile.

## Add Manager Access

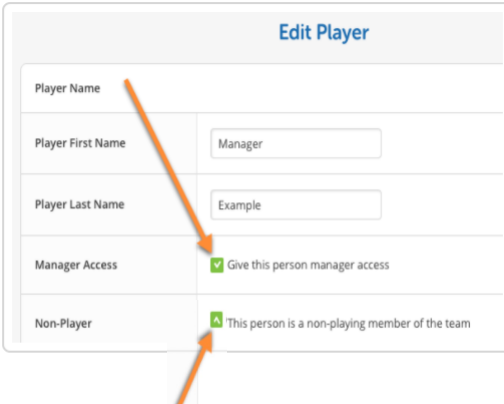
 **Tip:** Mark your coaches and managers as non-players to separate them from the player members in the roster.

1. Log into TeamSnap or open the TeamSnap app.
2. Navigate to the desired team.
3. Click or Tap the **Roster** tab.
4. Click or Tap the member's name.
  - a. Don't have the new manager on the roster yet? [Add and invite them.](#)
5. Click or Tap **Edit**.
6. Select or Toggle **Manager Access**.
7. Click or Tap **Save**.

**Web**

**iOS**

**Android**



**Edit Player**

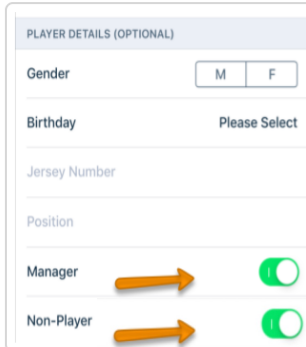
Player Name

Player First Name

Player Last Name

Manager Access  Give this person manager access

Non-Player  This person is a non-playing member of the team



PLAYER DETAILS (OPTIONAL)

Gender

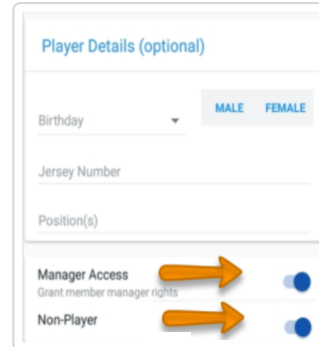
Birthday

Jersey Number

Position

Manager

Non-Player



Player Details (optional)

Birthday

Jersey Number

Position(s)

Manager Access  Grant member manager rights

Non-Player