



## MEMO 29-2023

**DATE:** Friday 26<sup>th</sup> May  
**TO:** NNSWF Premier Competition Clubs  
**FROM:** Football Operations Administrator  
**SUBJECT:** Squadi Update

| For Information or Action | Action required | Action completed by  | NNSWF Contact               | Total Pages |
|---------------------------|-----------------|----------------------|-----------------------------|-------------|
| Action                    | Squadi Inputs   | 1 <sup>st</sup> June | <a href="#">Jason Avery</a> | 2           |

Dear All,

We have updated the current competitions in Squadi to now include people within the Technical Area of the pitch and Duty Officers. The description and order of these positions in Squadi are as follows:

|               |  |
|---------------|--|
| Coach         | - being the head coach of the team                 |
| Manager       | - every team should already have a manager/s added |
| Team Medical  | - this includes team doctors, physios & the like   |
| Team Official | - any other assistant coach, manager or official   |
| Team Official | - any other assistant coach, manager or official   |
| Team Official | - any other assistant coach, manager or official   |
| Duty Officer  | - nominated club duty officer                      |
| Duty Officer  | - nominated club duty officer                      |

All non-playing members in the technical area must have their relevant official pass and duty officers should be clearly visible whilst performing their duties.

Only people added as Coaches can be selected as a Coach. Only people added as Managers can be selected as Manager. You can be a Coach and a Manager. The people for Team Medical, Team Official and Duty Officer just need to be registered in Squadi with your club. You do not have to fill in all the positions if you don't have that many in the Technical Area but there should be at least a Coach and/or Manager and at least one Duty Officer nominated depending on the specific team's requirements.

This is to be used/trialled this weekend 26<sup>th</sup> May – 28<sup>th</sup> May and will be mandatory from the following weekend commencing 2<sup>nd</sup> June.



## **Coaches**

Each club will need to add their coaches to their relevant teams in the same manner as the managers were done. The process is exactly the same but simply select Coaches instead of Managers. Basic process is:

Match Day > select the relevant competition > under Competition Details select Coaches > Add Coach > try Existing first > type in the name under Coach Search & select if in list > select the Team/s to be added to > Save

If the person doesn't show under "existing" then select New and complete all the relevant details > select the Team/s to be added to > Save

## **Managers**

All clubs should have Managers added to their respective teams already.

## **Team Medical**

Only people with an official Team Medical pass should be nominated.

## **Team Official**

Only people with an official Team Official pass should be nominated.

## **Duty Officer**

Only people registered with your club in Squadi can be nominated.

If you happen to have more than one coach, manager or team medical person then these can be added in the Team Official options. As per the regulations there can only be a maximum of 6 Team Officials in the Technical Area.

Whilst we do not anticipate any major issues with this implementation, if you do have any issues please email them through to me or ring me during the week.

Kind regards,

**Jason Avery**  
**Football Operations Administrator**  
**Northern NSW Football**