

# Managing the Organiser Team

Each gathering has an organiser team. Team members get access to the gathering's planning tools and can be assigned tasks on kanban boards and checklists.

## Roles

Role	Description
<b>Organizer</b>	Primary organiser with full access to all gathering features
<b>Co Organizer</b>	Helps with planning; can edit most gathering content
<b>Advisor</b>	Provides guidance; lighter-touch access to planning tools

## Adding a team member

1. Open the gathering's **Overview** tab
2. In the **Organizer Team** panel on the right, click **+ Add**
3. Search for the user by name
4. Select their role (Organizer, Co Organizer, or Advisor)
5. Click **Add**

The user must have an existing Junovy Account. Their account is synced from Keycloak when they first sign in.

## Removing a team member

1. Open the gathering's **Overview** tab
2. In the **Organizer Team** panel, click the **×** next to the person's name
3. Confirm the removal

## Tips

- Each gathering needs at least one Organizer
- Team members appear with their faerie names and role badges
- You can assign kanban cards and checklist items to any member of the organiser team
- The organiser team is specific to each gathering; being an organiser on one gathering doesn't automatically grant access to others

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