

How to delete an administrator from an organization

Rallybound allows organizations to manage administrators and their security roles across an organization, groups, and campaigns.

Important: An administrator always possesses the security role on the group they've been added to and all groups and campaigns within that group. For example, adding an administrator to the organization level will add that administrator, with their security role, to all campaigns within the organization.

To delete an administrator completely from an organization, follow these steps:

1. Log into your admin account at admin.rallybound.com
2. Navigate to the Organization tab in the header, which directs to the Administrators sub-tab
3. In the Administrator interface, hover over the card of the desired administrator
4. Click the trash icon that appears on hover
5. Confirm that the administrator should be deleted

Important: Once the administrator is deleted, they will need to be reinvited in order to have any permissions in any area of the organization

