

## **DISTRICT REPRESENTATIVES**

### QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA, and who is or has been a Group Representative.
- Be familiar with the *Al-Anon/Alateen Service Manual*, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be available to serve three years.
- Attend all Area World Service Committee meetings (2 per year), vote on issues and report on activities of your district.
- Attend all Area Assembly meetings (2 per year) and vote on issues only if also holding the position of Group Representative.

### DUTIES:

- Call and chair district meetings, preferably at regular intervals.
- Help the Delegate in every way possible in disseminating Conference information and reports.
- Keep in touch with Group Representatives in the district to learn the views of the groups and their problems, which, in turn, you may report to the Area World Service Committee or the Delegate.
- Visit all groups in the district, particularly new groups, to make sure they are getting necessary information and help.
- Help the groups understand and apply the Traditions.
- Prepare a mailing list of all Group Representatives in the district for the Area Records Coordinator and keep it up-to-date.
- Urge every group to complete and promptly return the group data sheets sent out by the World Service Office and make sure each group is receiving mail from the World Service Office, Area, and Information Service (if applicable).
- Notify Area World Service Committee and World Service Office of groups that have disbanded.