

**Maryland & District of Columbia Area**  
**Guidelines for Group Representative (GR)**

**July 2017**

The **Group Representative (GR)** serves as the link between his/her group and the rest of the Al-Anon Service Structure.

**Eligibility and Qualifications:**

- Any Al-Anon/Alateen member who is not also a member of Alcoholics Anonymous is eligible.
- Be familiar with the *Al-Anon/Alateen Service Manual*, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be able to attend District meetings and Area Assemblies.

**Responsibilities and Duties:**

- Follow the guidance in the *Al-Anon/Alateen Service Manual* and in *Al-Anon Guidelines: Group Representative (G-11)*.
- Regularly attend the group you are representing.
- Attend District meetings. *If unable to attend, arrange for a substitute.*
- Attend all Area Assemblies. *If unable to attend, arrange for a substitute.*
- Make sure mail and Email from the World Service Office, the Area, and your District is reaching your group.
- Be *The Forum* representative to your group. Encourage the group to subscribe and acquaint members with its value.
- Bring group concerns to the District meetings and communicate the outcome of District meetings to your group.
- Explain the functions and purposes of Area Assembly and the World Service Conference to your group and bring the Delegate's report and all information from each Area Assembly to your group.
- Be mindful of Al-Anon's tradition of being self-supporting and make sure the appeals for support of our WSO are read to the group.
- Encourage the election of an Alternative Group Representative. If there is no Alternative Group Rep, encourage a group member to attend the local Al-Anon Information Service meetings.