

CO-CHAIRPERSON 07-05-14

- 1) INVITES & COORDINATES AL-ANON PARTICIPATION
- 2) ASSISTS CHAIRPERSON AND ALL SUB- COMMITTEE CHAIRPERSONS AS NEEDED
- 3) OVERSEES AND CHAIRS COMMITTEE MEETING IN CHAIRPERSONS ABSENCE
- 4) ASSIST CHAIRPERSON WITH CALLING COMMITTEE PERSONS WHEN NEEDED
- 5) ATTENDS DISTRICT, INTERGROUP AND OTHER BUSINESS MEETINGS AS NEEDED TO PROMOTE SUPPORT FOR CONFERENCE
- 6) SITS AS INTERIM CHAIRPERSON AND CONDUCTS NOMINATIONS AND VOTING PROCESS TO REPLACE CHAIRPERSON IF NEEDED
- 7) SOBRIETY REQUIREMENT: 1 YEAR OF CONTINUOUS TIME OF BEING CLEAN & SOBER
- 8) GREETES INDIVIDUALS AT ALL PRE-CONVENTION EVENTS AND ASSIGNS THIS DUTY IF UNAVAILABLE
- 9) KEEPS CHAIRPERSON INFORMED OF ALL PROGRESS AND ARRANGEMENTS
- 10) PROVIDES SERVICES FOR A.A.s WITH SPECIAL NEEDS (HEARING IMPAIRED)
- 11) CONTACT COMMITTEE MEMBERS WHO ARE ABSENT, TO INFORM THEM OF NEXT MEETING
- 12) SIGN SIGNATURE CARD FOR CHECKING ACCOUNT, AS NEEDED
- 13) ASSISTS VOL. COORDINATOR TO RECORD ATTENDENCE (# OF PERSONS) AT ALL PRE-CONVENTION EVENTS
- 14) RECORDS NAMES OF VOLUNTEERS AT ALL PRE-CONVENTION EVENTS