

AFG Area 9 – Florida North Guidelines

District Representative (DR)

As a DR at District:

1. Please see the AI-Anon/Alateen Service Manual P24-27, WSO Guideline G-37 (click [here](#) to view) and your District's Guidelines for your responsibilities at the District Level.

As a DR at the Area World Service Committee (AWSC) Meetings:

1. You are responsible for attending the entire meeting. The meeting is called at the Chairperson's discretion, based on Area business needs.
2. You will receive reports, handouts, and information that you will need to distribute throughout your District.
3. You are responsible for having a report for the Panel, delivered by email, by the date given by the Chairperson. This may be a combined report with District Information Services Liaison (DISL).
4. You are responsible for reading all reports prior to the meeting.
5. At AWSC you participate as a voting member of the current panel. While at AWSC you are working on behalf of the entire Area, not just your District.
6. You will bring one question to the AWSC meeting for the Red Light/Green Light meeting during the next Assembly. Those questions are turned into the Area Alternate Delegate at the beginning of the Saturday session. Before the close of session on Saturday, the Alternate Delegate and the DR assigned to lead the next Red Light/Green Light session will review the questions, combining questions as appropriate. For more information on Red Light/Green Light, click [here](#) to view the Area Guidelines.
7. You will be asked to participate in Thought and Task Forces, these meet via conference call, email and other electronic means outside of the scheduled face-to-face meetings.
8. You are required to have a regular and dependable email presence for communication purposes.
9. You will need a working knowledge of the Service Manual.
10. You will need to have a thorough working knowledge of the Steps, Traditions, and Concepts.

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11. You will need to be an active member of Al-Anon: who attends meetings and works with a personal Sponsor. It is highly recommended to get a Service Sponsor as well.

As a DR at Assembly:

1. You are responsible for providing a report, by email, to the Technology Coordinator by the date given by the Chairperson. This may be a combined report with the DISL, this is at the discretion of the Chairperson.
2. You will be responsible for the correct registration of all members of your District. Voting and non-voting. You should have with you a copy of all Groups with an ID number.
3. You will have to register for Assembly.
4. You will need to attend all sessions. You will need to be available to your District attendees to answer questions or help find answers.
5. You will receive reports, information, handouts from the Area Panel and from other Districts. It is your job to distribute these throughout your District.
6. You will have to introduce all members of your District by first name and last initial and certify to the Secretary how many voting and non-voting members are attending from your District. This is done after Registration closes on Saturday at the microphone.
7. You are responsible for communications with the Area Alateen Process Person regarding all issues pertaining to Alateen in your District. You must be familiar with the Area Alateen Safety and Behavioral Requirements.
8. When there are recommendations before the Assembly, you are responsible for making sure all Groups and Group Representatives (GRs) have access to this information ahead of time, so that they will understand what they will be voting on. This applies to the Budget in the fall.
9. If the Area Chairperson assigns your District a Red Light/Green Light question to research and present at the Assembly, the research and session process are available in the Area Red Light/Green Light Guidelines (click [here](#) to view).
10. You are responsible for recruiting Growth Enhancement Members (GEMs) or other volunteers to fulfill District responsibilities to the Area at Area AWSC and Assembly meetings.
11. At Assembly, you do not vote unless you are also representing a Group as GR. If you are attending as the DR and a voting GR your Group pays your expenses.