

AFG Area 9 Job Description and Duties

Area Service Workshop Chairperson

Job Description

The Service Workshop is a District hosted function. The District chooses the Chairperson. If there are multiple chairs, there is only one listed on the CMA. Event Chairs are members of AWSC and Assembly for the term of their service. They have a voice, but no vote and their room and expenses are paid for by the Area (Area pays for one Chairperson only). The Area Service Workshop Chair is a one-year commitment. The Chairperson will follow the Area Guidelines for this Event.

Special Note

A broad range of models can be used for the Workshop: basic program principles, principles needed for service: (leadership, principles above personalities, double-headed management, Concepts, Traditions, issues causing failure of Al-Anon). Information Services: Literature, Legacy, Study of Service Manual as well as other topics may also be chosen.

Job Duties

1. Find a location and establish committees and coordinate to ensure the following areas are covered: decorations, set up and clean up, signage (outside and individual workshops), and contacting members to chair workshops, registration, raffle, and speaker if desired.
2. Work with the Area Treasurer to forward the budgeted amount to the host District Treasurer.
3. Provide publicity (flyers/website, etc.).
4. Announce theme and location as soon as possible

****If you are unable or unwilling to adhere to the AFG Area 9 Service Position Guidelines and General Duties, please do not stand for this position.**