

District 8 AFG Open Service Positions

Remember, in Al-Anon you do not have to do it alone.

Whether you are new to service, or a seasoned trusted servant, a Service Sponsor is available for you!!

Below you will find guidelines for each district level service opportunity, as well as sharing from members who are either currently, or have previously, served in some of these roles. **You do not have to do it like the person before, you can do it your way and to the best of your abilities. And there can be co-coordinators who share the service position responsibilities and time requirements.**

More information on service and these positions can be found in the current Al-Anon/Alateen Service Manual:

<https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/>

General Responsibilities for all Coordinators

- Attend Bimonthly District meetings and email brief status report a few days before the meeting; if cannot attend, ask someone from your group to attend in your place
- Contact DR or Alt DR if will be absent for a few months (life does happen).
- Participate in District Group Conscience for your group.
- Respond to inquiries from members in a timely manner.

Note: No contact from a Coordinator for 6 months will result in the resignation from the position.

Information for all positions can be found in the current Al-Anon/Alateen Service Manual, which can be found here: <https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/>

Secretary (est. 1 hour/month) OPEN

- Attends district meetings and takes notes during the meeting.
 - Coordinates with DR if unable to attend monthly District meetings.
 - Duties can be co-shared
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District 8 AFG Open Service Positions

OUTREACH: Public Information Coordinator OPEN

(est. 2-4 hours/month)

- The Public Information Coordinator works with trusted district servants and our Al-Anon Family Groups to reach out to the public, professionals, and other community resources to share information about how our program can help families and friends of alcoholics.
- World Service and the NYN Area Assembly provide guidelines, resources, and ideas.
- Duties can be co-shared

“Allocation and scheduling of time are completely flexible. The work provides an opportunity to meet people, learn more about our community, develop and enhance skills, and further recovery through working Step 12 and honoring Traditions 5, 8, and 11.”

OUTREACH: Institutions Coordinator OPEN

(est. 2-4 hours/month)

- The Institutions Coordinator works with trusted district servants and our Al-Anon Family Groups to reach out to institutions in the public sector that serve clients who may benefit from the Al-Anon program. Institutions include but are not limited to alcohol and drug rehabilitation centers, jails, and youth facilities.
- World Service and the NYN Area Assembly provide guidelines, resources, and ideas.
- Duties can be co-shared

“Allocation and scheduling of time are completely flexible. The work provides an opportunity to meet people, learn more about our community, develop and enhance skills, and further recovery through working Step 12 and honoring Traditions 5, 8, and 11.”

Website Coordinator (Approx 2-4 hours/month) OPEN

- Update content on the website for District 8 as needed, including upcoming events information.
 - Monitor/refer/respond to district website email.
 - Works with Districts 7, 22 and 24 Website Coordinators to ensure changes are implemented accurately
 - Duties can be co-shared
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District 8 AFG Open Service Positions

Alateen Coordinator (Approx. 2-4 hours/month) OPEN

- Serves as the voice of Alateen at the district level.
 - This individual is typically an Alateen sponsor.
 - Communicates information provided at the district level with Alateen groups.
 - Encourages Alateen member participation in district meetings and connections with local Al-Anon groups
 - Duties can be co-shared
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