

Colorado Area World Service Delegate Job Description

Per Al-Anon/Alateen Service Manual 2006 – 2009 (pages 146 – 148)

The Delegate is a channel through which information flows. The conscience of Al-Anon can work effectively only if it is informed. Much depends on the Delegate being thoroughly familiar with the Service Manual throughout his term of service.

Responsibilities at the Conference

- Serves as liaison between Colorado Area and the World Service Conference (WSC) sharing Colorado perspective at WSC and the broader Al-Anon perspective to Colorado
- Attends all sessions of WSC carefully considering issues brought up, vote intelligently on them, helping guide the Trustees decision making process.
- Gains a comprehensive picture of the world fellowship, including facts and figures, to share with Colorado Area
- Gains understanding of what WSO has meant to Al-Anon/Alateen and lends guidance through the WSC, to the future welfare of the fellowship
- Serves as “member in the field” representative to selected committees at WSO, participating in committee meetings at the Conference. They may be consulted by correspondence on any additional meetings at WSO or any other related matter.
- Identifies concerns, bringing them to the attention of the Conference either through the Conference Committee or directly from the floor in open Conference Session.
- Provides potential items for Conference agenda to the Associate Director

Responsibilities to the Colorado Area

- Presents Conference report to Assembly and AWSC. May also present report to any group or district as invited.
- Maintains communication with AWSC in order to gain perspective regarding pertinent matters relating to the Colorado Area, thus being better prepared to present his area’s views at future conference.
- Act as liaison between WSO and Colorado Area when urgent issues between conferences emerge. In these situations, the Delegate gathers findings from a cross section of area DRs and GRs, reporting back to WSO, thus allowing WSO to take any necessary action during the year.
- Responds to public inquires when Colorado Area coordinators are unavailable.
- Notifies WSO of Colorado Area candidate for Regional Trustee no later than January 1 of the regional election year.
- Delivers full report on the World Service Conference at the summer assembly (has copies of report available to AWSC)
- Serves as an ex officio member of all Area committees.
- Attends all scheduled Colorado Area Assemblies (with voice and no vote) and Colorado Area World Service Committee meetings (with voice and vote).

- Visits each District at least once during his three year term as Delegate
- Orders and distributes copies of the World Service Conference Summary to members of the Area World Service Committee.
- Attends the following Area events:
 1. Weekend in Al-Anon (fall)
 2. Day in Al-Anon (spring)
 3. Colorado A.A. State Convention with Al-Anon participation (Labor Day)

Other duties that may be performed by the Colorado Area Delegate:

- If requested by the members of the Area Assembly, attend the International Al-Anon Convention.
- While at the World Service Conference, send postcards and/or notes to members of the Area World Service Committee.
- Provide members of the Assembly and the Area World Service Committee with the address of the World Service Conference, so that members may write to Delegate.
- Send thank-you notes to members/groups that send notes, cards and love gifts to the Delegate while in attendance at the World Service Conference.
- May act as Chairperson temporarily, in cases of Chairperson resignation
- Traditionally meets with DRs on Sunday of assembly to share experience, strength and hope around assembly participation
- Submits an article for each issue of area newsletter “The Butterfly”
- Submits expense receipts to the Area Treasurer for reimbursement for travel and office related expenses.
- Attends the Southwest Region Delegates Meeting (SWRDM) (March)
- Attends a Regional Service Seminar (RSS) once during his term and reports back to the Area Assembly and the Area World Service Committee.
- Acts as a resource to all members within the Colorado Area concerning service related issues