

At The Group Level

Election of A Group Representative (GR) and an Alternate

The GR is elected by his group by any election procedure it chooses. The term of office for a Group Representative is recommended to be three years. Service is a vital part of recovery and it benefits both the Group Representative and the group if a full three-year term is served.

An Al-Anon or Alateen member who is also a member of A.A. is not eligible to serve as GR.

Since the newly elected GR may be attending the election Assembly, the group's election should precede the date of the Assembly. To emphasize the need for selecting informed GRs, a special election meeting may be called by the group, with time devoted to consider the role of the GR in our service structure and his work and his work in the District and Area. A group may re-elect its GR for another term.

Since a GR may be unable to attend all District and Area meetings, an Alternate GR is needed and is elected at the same time. The Alternate may be runner-up in the elections. The Alternate GR's duties may include serving as the group's public outreach contact, newsletter reporter, and official greeter of the newcomer and visitors.

If the GR resigns or proves to be inactive, the Alternate completes the term and may then be elected for a three-year term of his own. Another Alternate may then be elected.

An Al-Anon or Alateen member who is also a member of A.A. is not eligible to serve as Alternate GR.

In a city where there is an Al-Anon Information Service (Inter-group), the Alternate GR may serve as the Information Service Representative (ISR). The GR generally serves as the Alternate Information Service Representative (AISR).

When a GR Has Been Elected

He immediately sends his name and address to the Area Secretary or Group Records Coordinator, so he can be informed of the time and place of the next Assembly. In a new Area, the GR informs the temporary Chairman.

He becomes thoroughly familiar with his duties. (See "Duties of Assembly Members" section.)

Finances

In gratitude and recognition of the principle of self-support, Al-Anon groups are financially responsible in the following ways:

- Each group covers its group expenses such as rent and literature

- Each group provides its GR with sufficient funds to fulfill the GR duties including participation in the Assembly. Expenses may include meals, transportation, lodging and registration fees.
- Each group supports the district activities
- Each group supports the Area by contributing to cover expenses of Assembly and the cost of sending the Delegate to the World Service Conference. The area Treasurer may send the group an appeal letter.
- Each group supports the WSO in recognition of the services provided to the groups.

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Duties of Assembly Members

Group Representative (GR)

A GR is a vital link in the continuing function, growth, and unity of world Al-Anon. He is a member elected by his group for a three-year term. He attends Assemblies, maintains contact between the group and the District and between the group and the Area World Service Committee. He should also make himself thoroughly familiar with the *Al-Anon/Alateen Service Manual* ("World Service handbook," "Al-Anon and Alateen Groups at Work," "Al-Anon's Twelve Concepts of Service," and the "Digest of Al-Anon and Alateen Policies").

GR's should be member with experience, stability, and an understanding of the Traditions and how they work, as applied in the "Digest of Al-Anon and Alateen Policies." It can be a challenging job. Ample time is needed for GRs to perform their many duties.

If a groups also has an Alternate GR, the following duties may be shared:

- **The GR and the Group** The GR should be allowed regular time at group meetings to convey information concerning Al-Anon in his District, Area, and world service affairs. The GR has the responsibility of seeing that correspondence from the World Service Office is reaching his group. If correspondence is not being brought to meetings by the person who is listed as the Current Mailing Address (CMA), the GR consults first with the CMA and, if a change is warranted, contacts the District Representative and the WSO to provide an up-to-date CMA (possibly his own), a phone listening, emails, and other pertinent group information. If the groups has a PO Box, or if for any other reason the GR is not the group's CMA, all correspondence should be referred to him. Although he does not replace the Group Secretary, he can explain communications in light of his understanding of the world Al-Anon picture.

- **The GR and World Service** Through the contacts he makes with other GRs and the Area World Service Committee members at Assembly, the GR can gain knowledge of Al-Anon world service and the purpose and work of the Conference. This will enable him to explain these to the group.
- **The GR and District Meetings** The GR is expected to attend all meetings of his District. The GR or the Alternate GR, in the GR's absence, votes at the District meeting. Each group has one vote. Communicating at District meetings, the GR can bring his group's viewpoint on any situation or problem concerning Al-Anon to the attention of the DR. In turn, he informs his group of the outcome of the meetings.
- **The GR and the Area Assembly** In addition to attending the election Assembly, the GR is expected to attend all scheduled Assemblies (and any interim Assembly the Chairman or Delegate considers necessary) and to report back to the group. The GR or Alternate GR, in the GR's absence, votes at the Assembly. Each group has one vote.
- **The GR and The Forum** The GR is also *The Forum* representative. He encourages the group to subscribe to at least one copy, acquaints members with its value, and urges them to subscribe. He also suggests stories of interest be sent to *The Forum* at the WSO.
- **The GR and Public Outreach (Public Information, Cooperating with the Professional Community, and Institutions)** Local public outreach activities in the immediate community may be spearheaded by the GR, who may recommend forming a committee within the District, using material available from our WSO. If there is an Information Service, public outreach work affecting all the groups within its area of activity may be its responsibility. Liaison and cooperation should be maintained between the Information Service, the Districts, and the Area Public Outreach (Public Information, Cooperating with the Professional Community, and Institutions) Coordinators.
- **The GR and the World Service Delegate's Report** if the DR or the Delegate cannot personally give the Conference report to the group, the GR may do so and explain the functions and purpose of the Area Assembly and the Conference. The GR encourages group discussion of these matters and relays group concerns to the Delegate.
- **The GR and Appeal Letters to individual members** The GR should be mindful of Al-Anon and Alateen's principle of self-support. He makes sure the appeal letters to individual members for support of the WSO, sent four times a year (February, May, August, And November), are read to the group. He may personally present to his group the appeal letters sent by the Area Treasurer for Support of the Assembly and provide to the Group Treasurer the name and address of the Area Treasurer, if necessary.

- **The GR and Conference Approved Literature (CAL)** the GR, recognizing the importance of CAL, makes sure that the pamphlet Why Conference Approved Literature? (P-35) is always available at the meeting. He encourages use of a variety of CAL for meeting topics.

Pages 141-143, Al-Anon Alateen Service Manual 2018-2021