

Area 1 Alabama/NW Florida Area Delegate Responsibilities/Duties

Introduction:

The delegate has a demanding job, not only because a large amount of time and work are involved, but because it is the delegate's responsibility to serve worldwide A.A. As voting members of the Conference, delegates bring to its deliberations the experiences and viewpoints of their own areas. Yet, they are not representatives of their areas in the usual political sense; after hearing all points of view and becoming fully informed during Conference discussion, they vote in the best interests of A.A. as a whole.

1. Actively participate in the process of the General Service Conference, by being familiar with the Agenda Items, Advisory Actions, Additional Committee Considerations, and all related background material for the Conference Committee. Seek information, experience, and input as our Delegate to assembly members to prepare you for the General Service Conference.
2. Attend, serve, and participate as a voting member of the Area 1 Assembly.
 - a. Work closely with committee members and officers, sharing experience throughout the year. After GSR and committee members have reported on the Conference, learn from these A.A.'s how groups and members reacted.
 - b. Assume added responsibility if the area chair and alternate chair are unable to serve. Or, if an area committee is not functioning effectively, the delegate may take an active role in remedying the situation.
3. Provide leadership in solving local problems involving the A.A. Traditions. From time to time, you will receive a call from a member or a DCM or GSR with questions.
4. Keep the alternate delegate fully informed and active, so that alternate can replace the delegate in an emergency. Provide a copy of the full conference background material and all follow-up material from the conference.
5. Work with newly elected delegates to pass along basic knowledge of Conference proceedings and problems.
6. Visit groups and districts in the Area whenever possible.
7. Attend the General Service Conference meeting in April, fully prepared. Immediately upon election, every delegate is put on the G.S.O. mailing list to receive Conference materials.
 - a. A packet filled with information from airline reservation, guest attendance, how many copies of conference reports you will need to complete by dates noted. On Sunday at Conference-you will receive a packet outlining the various committee reports from our General Service Office. Read all of them when these reports are given by the respective committee in order to have your questions ready on the conference floor.
 - b. Communicate the ACTIONS of the Conference to the area committee members and encourage them to pass on this information. If the area is too large for the delegate to cover in person, he or she will ask area officers and committee

members to share the load. Approximately 2/3 of districts will ask you to visit and give the Conference report, some districts combine. Most districts reimburse expenses when you visit, others mail a check to the treasurer, it is suggested to have your mileage and meal expense totaled as many districts will ask for them when you visit. If you will be staying overnight at a district, the DCM's usually make hotel arrangements, they may also ask you to speak the night before your report, or perhaps be part of a workshop or go to a meeting.

- c. Review your committee assignment background information and the background information on all standing committees.
8. Attend all area and regional service meetings and assemblies applicable to his/her respective area. From these meetings, delegates come to better understand their own areas and can make suggestions for the Conference agenda. Here, too, they come in contact with A.A members who might not be reached otherwise.
- a. January Area Assembly
 - i. Participate in the Pre-Conference committee meeting.
 - ii. January 15 is the deadline for suggested Conference Agenda Items. Remind all committee chairs to discuss in their committee meetings any additional committee Considerations that needs responded to.
 - b. February - Attend SE Delegate's get together in Atlanta. Alternate delegates are also asked to attend. This is a sharing time preparing new delegates for the upcoming conference, attended by past SE delegates and trustees.
 - c. April Area Assembly (Pre Conference Assembly)
 - i. Committees meet to discuss agenda items
 - ii. Sunday morning business meeting is input to delegate. At this Assembly-many DCM's will set a date with the delegate to give the GSC report, so it is suggested to bring your calendar. A few might contact you prior to the April assembly.
 - d. April- General Service Conference in New York.
 - i. It is suggested that the reports be given soon after the GSC throughout the July Assembly.
 - e. July Area Assembly
 - i. Prepare and give the Conference report being sure to report the BUSINESS of the conference, providing insight into the advisory actions, additional considerations and reasons that agenda items were not forwarded to the conference floor by Conference Committees. If the Area Committees are taking the time to study, discuss, and provide feedback to the Delegate, the Delegate should honor the effort with details about the individual agenda items
 - ii. Cooperate with G.S.O. in obtaining information, for example, making sure that up-to-date information reaches G.S.O. in time to meet the deadline for each issue of A.A. Directory and helping carry out the triennial membership surveys.
 - iii. Remind G.S.R.'s to inform groups and individuals about Conference Additional Committee Considerations, the A.A. Grapevine and Conference approved literature.
 - f. August - Attend Southeast Conference and Area State Convention

- i. You will be asked to do a presentation-topic is suggested
 - ii. After attending Southeast Conference/Forum, email a synopsis of the event to all DCM's.. In this way, DCM's, Chairs and Officers were informed and can pass it on. Then a short synopsis is given at the DCM meeting and on Sunday.
 - g. September - Area 1 Convention
 - h. October Area Assembly
 - i. Chair "even" years Assembly for elections
 - i. December - Attend Southeast Regional Forum.
 - i. You will be asked to do a presentation or a workshop.
9. For more information on duties, responsibilities, and qualifications of Area Officers and Area Committee Chairs, please see the A.A. Service Manual, and other General Service Conference-approved literature.

Additional Information:

As Delegate to the General Service Conference, substantial expenses are incurred for copying agenda items, discs-mailings to DCM's and any copies needed for preconference Assembly weekend. In 2010, it was found that copying the various committees off the dashboard worked best as they were separated by committee. The disc you receive has them in one lump document, not separated by committee.

Expenses

Area 1 contributes at least \$1,200.00 (U.S.) towards Conference expenses. The Group Fund of the General Service Board pays the balance, but this does not take care of the many incidental expenses the delegate will have during Conference week. Upon arrival in New York, each delegate receives cash to cover basic expenses during Conference week. Any additional expenses should be turned in to the treasurer.

Area1 provides funds to cover travel and incidental expenses the delegate incurs in reporting back to groups and districts within the Area. (Most districts will issue a check when you visit.)

Every four years is the election at conference for Trustee or Trustee at Large U.S. For the candidate Area 1 nominates, the delegate will give a 2 minute speech about our candidate.

Throughout travels and at Area Assemblies, a sheet kept by the delegate to have members write their email address if they would like to receive delegate updates. This is a great way to keep the Area up to date with A.A happenings. You are almost sure to receive a lot of good feedback as well.

Depending on your committee, you might have several additional conference calls a year; the Southeast delegates have conference calls throughout the year; you will receive various emails from other delegates with questions about Area-nothing to do with Conference, but general questions.

If you receive a new group form, email or call the DCM and ask them to visit the group, if a new group is near you, try to visit also. At times, you may receive a new group form with no district number, again, contact the DCM and return the request form back to GSO.

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