

**Al-Anon and Alateen members who are also members of A.A. may not serve as GR or Alternate GR. See "Digest of Al-Anon and Alateen Policies", Dual Membership in Al-Anon/Alateen and A.A.*

Group Representative *(GR):

- is elected for a three-year term
- acts as liaison between the group and the district and between the group and the Assembly
- familiarizes themselves with the current copy of the Al-Anon/Alateen Service Manual (P-24/27) and encourages its use among group members
- works through the district in helping to initial Public Outreach (Cooperating with the Professional Community, Public Information, and Institutions) work
- encourages Alateen sponsorship in accordance with Area Safety and Behavioral Requirements
- serves as local representation of the al-Anon/Alateen magazine, *The Forum*, by:
 - acquainting members with its usefulness
 - suggesting personal subscriptions and submitting group subscriptions
 - encouraging members to write articles
 - encourages election of an alternate GR

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Duties of Assembly Members, Group Representative

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 members 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 the group needs an Alternate GR the following duties may be shared:

- **The GR and World Service**

Through the contacts he makes with other GRs and the Area World Service Committee, 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 should be allowed regular time at group meetings to convey information concerning Al-Anon work service affairs.

- **The GR and District Meetings**

The GR attends all meetings of his district.

- **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.

- **Mailing Address at the WSO**

The GR has the responsibility of seeing that mail from the World Service Office is reaching his group. If mail 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 telephone listing, and other pertinent group information. If the group has a PO box, or if for any other reason the GR is not the group's CMA, all mail 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 AI-Anon picture.

- **The GR and *The Forum***

The GR is also The Forum representative. He encourages the group to subscribe for 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 as Pipeline**

Communicating at district meetings, the GR can bring his group's viewpoint on any situation or problem concerning AI-Anon to the attention of the DR. In turn, he informs his group of the outcome of the meetings.

- **The World Service Delegate's Report**

Of 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

- **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 activities 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.

Finances

The GR should be mindful of AI-Anon and Alateen's traditional insistence on being self-supporting. He makes sure the appeals 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 appeals sent by the Area Treasurer for support of the Assembly and give the group Treasurer the name and address of the Area Treasurer.

Conference Approved Literature (CAL)

The GR, recognizing the importance 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.

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