Area Forum Coordinator

Area Forum Coordinators encourage groups and members to submit sharings to The Forum and to subscribe. They carry Al-Anon’s message of recovery as printed in The Forum to Group Representatives (GRs), who are the Forum Representatives in their groups.

Action ideas

- Set an example! Read and use The Forum yourself.
- Write regular articles about The Forum for your Area newsletter.
- Suggest the election of District Forum Coordinators/Chairpersons.
- Maintain personal contact with District and group Forum Representatives.
- Offer to help with Forum workshops or skits at District and Area events and meetings.
- Develop and distribute a suggested list of ways to use The Forum at Al-Anon and Alateen meetings.
- Schedule writing workshops for Al-Anon members at regular intervals.
- At Area functions, report about articles or photos by your Area’s members that have been included in The Forum.
- Send District Representatives (DRs) and GRs information pertaining to The Forum, including promotions and needs for special articles or photos.
- Keep The Forum visible at meetings and group, District, and Area events.
- Be available to GRs and DRs for assistance in conducting workshops.
- Ask Area World Service Committee (AWSC) members to assist you by subscribing to and sharing the value of The Forum as they conduct their service activities.
- Inform the Magazine Editor at the WSO of exciting Area activities and share formats developed for workshops, skits, and presentations.
- Preserve a record of your efforts, both successful and unsuccessful, to pass on to the next Coordinator.
Increasing readership
- Encourage each group to have at least one group subscription.
- Maintain a supply of complimentary copies and order blanks, downloadable from al-anon.org/forum-order.
- Offer subscriptions to The Forum as door prizes at Al-Anon events.
- Work with the Districts to supply complimentary subscriptions to the District Forum Chairperson. Send new groups a warm welcome letter or email and include a subscription order blank for The Forum (downloadable from al-anon.org/forum-order).
- Encourage GRs to serve in their capacity as Forum Representatives of their groups and draw attention to The Forum so that members will want to read and subscribe to the magazine.
- Use a Forum display board at conventions, health fairs, Area Assemblies, group anniversaries, and other events. (The Area may want to subscribe to multiple issues for this purpose.) Provide subscription order forms for distribution and make extra copies available. (Forum order forms are available as a free download from al-anon.org/forum-order and can be printed as needed.)

Encouraging members to write
Distribute the Forum Writing Guidelines (F-1) (found at al-anon.org/writing-guide) at Al-Anon events and encourage members to submit their sharings. Member photos or graphic designs are also welcome. Photos may be submitted as prints or electronic documents but cannot reveal full faces of members. All submitted material becomes the property of AFG, Inc. AFG, Inc. cannot publish copyrighted writings or photos.
- Sharings may be submitted via email, mail or online at al-anon.org/sharing.
- Demonstrate to DRs and GRs how to conduct Forum writing workshops. Writing workshop guidelines are available.
- Share that stories are needed from all Al-Anon members, including women, men, Al-Anon adult children, parents, and Alateens. Sharings about applying each Step, Tradition, and Concept of Service to our personal lives are always needed.
- Challenge Alateen Coordinators to encourage members and Alateen Group Sponsors to send sharings.
- Encourage longtime members to write and share their service experiences as well as how they cope with problems as longtime members.
- Write and submit something yourself!