

## **PUBLIC OUTREACH CHAIR**

### **RESPONSIBILITIES:**

1. Serve the District for a 1-year term beginning Jan 1<sup>st</sup> and ending Dec 31<sup>st</sup>. May serve continuously in this position for one or two more one year terms. Be available to transition newly elected trusted servant into position.
2. Carry the Al-Anon message to the community through use of store windows, churches, schools, libraries, hospitals, buses, and other bulletin boards and media.
3. Keep an up-to-date list of places where CAL has been left. Where appropriate, refill and restock pamphlets and meeting schedules.
4. Contact professionals in the community offering literature, posters, and meeting schedules, to increase awareness and knowledge of Al-Anon.
5. Conduct presentations and speak with professionals within the community.
6. Conduct outreach at any public forums including schools, professional groups, Scouts, booths at fairs, senior centers, and any other community groups.
7. May establish and conduct committee meetings, orientations and workshops and maintain a working relationship with AA.
8. Make announcements at recovery meetings, and may attend Group business meetings to encourage support and participation on Public Outreach Committee.
9. Share information with Institutions Chair.
10. Attend monthly District meetings; present a monthly written and oral report. Make copies for DR and Secretary.
11. Submit written reports to the Area Public Outreach Coordinator by mail or email prior to Feb or August AWSC meetings.
12. Present a budget for expenses at the end of your term for the following year, to the District.

### **REQUIREMENTS:**

1. One year of continuous attendance at Al-Anon meetings.