

# RESPONSIBILITY

“being able to fulfill obligations”

- The dictionary goes on to use words such as trustworthy, dependable, and reliable.
- Please read the section of our Service Manual on Concept Nine pages 190-194, that talks about responsibility and leadership.

# **I AM RESPONSIBLE**

- **Our Alateens hear this over at NYNAC.  
*(New York North Alateen Conference)***
- **As each of us, Al-Anon and Alateen, is a member of Al-Anon Family Groups, we have a responsibility to lead by example. When we attend any event, we are serving the worldwide fellowship of Al-Anon Family Groups. This is a good slogan to keep in mind!**

# **AS AN AL-ANON MEMBER...**

**Let's look at responsibilities that  
apply to each and every member**

# Responsibilities to my group



What kind of responsibilities do I have to my group? To quote from our literature—*One Day at a Time in Al-Anon* (B-6), page 195:

•“To study and use the Al-Anon ideas, not only for myself, but for the benefit of my friends in the group.”

•“...to try to make everything I say reflect an Al-Anon teaching...”

- **To make a positive contribution both financially and personally...**  
*What does that mean?*
- **To attend meetings regularly...**  
*What is regularly?*
- **To support my Group Representative...**  
*How can I support my GR?*
- **To be a part of an informed group conscience...**  
*What is an informed group conscience?*

- **“...to extend a welcome to newcomers; to be of service...”**

» *Courage to Change* (B-6), page 85

- **To share my experience, strength, and hope**
- **To study the Steps, Traditions, and Concepts of Service**

*What other responsibilities do I have as a member of my group?*

# **Responsibilities of Al-Anon Members Involved in Alateen Service (AMIAS)**

- To be certified through our Area Alateen process and to regularly attend Al-Anon meetings**
- To maintain a sense of safety and trust in order for recovery to take place**
- To protect the Alateen members from physical and emotional harm**
- More information is available from WSO guidelines (G-34) and from NYN Area Alateen Safety Requirements and Guidelines**

# RESPONSIBILITIES

- **Officers, Area Coordinators, District Representatives, Group Representatives, AIS representatives**
- As our Area Officers and Coordinators gave their “hot topic” reports, they also included a mini view of their job responsibilities. Now we will break into two discussion groups, dividing officers and coordinators between the two groups.
- **With the District Rep group:** Area Secretary, Alateen Coordinator, Archives Coordinator, Convention Coordinator, Group Records Coordinator, Public Outreach Coordinator, NYNAC Coordinator, Past Delegate and other interested members.
- **With the Group Rep group:** Delegate, Alternate Delegate/ *Forum* Coordinator, Immediate Past Delegate, Treasurer, Chairperson, Literature Coordinator, Newsletter Coordinator, Web Coordinator and other interested members.
- ❖ *Please have a recorder take notes. These will be posted with the power point on our website.*

# Responsibilities of the Area Coordinators



- **To coordinate the activities of their service (i.e., Alateen, Archives, Conventions, *The Forum*, Group Records, Literature, and Public Outreach, NYNAC, Newsletter, and Web) in the Area**
- **To be a liaison between the Area World Service Committee (AWSC), and the groups**
- **To convey service information from the WSO to the districts, AISs, and groups**

# Responsibilities as a District Representative



- To be thoroughly familiar with the *Service Manual* and the duties of a District Representative (DR)
- To call and conduct district meetings on a regular basis.

*How often do you have district meetings?*

- **To attend all Area World Service Committee (AWSC) meetings and report on activities within the district**
- **To attend and participate in Area Assemblies**
- **To visit all groups in the district and make sure they are getting pertinent information**

- **To ensure that group contact information is current**
- **To make sure WSO correspondence is reaching the groups and is being shared with the members**

- **To keep the AWSC aware of any changes in group mailing addresses or meeting times and locations**
- **To be a link between the Area and the groups**
- **To report back to groups following AWSC meetings**

*Are there any other responsibilities that you can think of?*

- **To learn more about the duties and responsibilities of the DR, see Guideline (G-37) (available on the WSO member website)**

# Responsibilities of a Group Representative

- To be thoroughly familiar with the *Service Manual* (P-24/27) and the duties of a Group Representative (GR)



- To have a good understanding of the Twelve Traditions and the Twelve Concepts of Service and how they relate to the group

- **To attend and represent the group at district meetings and Assemblies and report back to the group**
- **To keep the group informed of all Area and district events**

- **To make sure that the group gives ample time to give his/her GR report**
- **To make sure that all mail from the World Service Office (WSO) reaches the group**
- **To keep the line of communication between the district and the group open at all times**

- **As the *Forum* representative, encourage group and individual subscriptions and acquaint members with its contents, including sharing information from “Inside Al-Anon”**

***Did you know that the GR is also the Forum representative?***

***How many subscribe to the Forum?***

- **To learn more about the duties and responsibilities of the GR see the Guideline (G-11). (Available on the WSO member website)**

# **More Information**

- **Communicating /Links of Service**
  - **Where do we get information?**
    - **Who is responsible?**

- **Communication is a two-way event.**
- **Follow the links of service...**
- Please read in our *Service Manual* pages 62-63 about the World Service Conference and From the Group to the WSC.

*\*\*\*\* A group that fails to have a Group Representative denies the members a voice and causes a break in the link of communication. \*\*\*\**

# •Where is Information ?

- The *Service Manual* (P24/27) has a wealth of information.
- Our NYN website ([www.nynafg.com](http://www.nynafg.com)) makes our newsletter (Northern Hi Lights), Officer and Coordinator Reports, Area Guidelines, Assembly Minutes, and Presentations available. Contact information for Officers and Coordinators is also there.
- The World Service Office also has a member website which provides many options for more information. ([www.al-anon.alateen.org/members](http://www.al-anon.alateen.org/members))

# WHO IS RESPONSIBLE?



**“I AM  
RESPONSIBLE.”**