## AIS CALGARY ALTERNATE CHAIR

## Term: 3 years January 2019 – December 2021

This position requites a person who

- a) has been in Al-Anon for a few years and has participated in service beyond the group level
- b) has demonstrated leadership skills with experience in chairing meetings

## **Duties:**

- Attend 5 AIS meetings per year February, April, June, September and November
- Non-voting unless also representing a specific group
- Fulfill, assist and support the Chair's responsibilities as required *(ie: chair a meeting; attend Assembly or AWSCM in the Chair's place, etc.)*
- Assume duties of Treasurer or Secretary if they are absent from an AIS meeting
- Work with and support coordinators and Alt/GRs/ISRs providing time and leadership on special projects
- Consider stepping up to Chair at the next election cycle

The time commitment of 1 hour/month is in addition to attending the AIS meetings On occasion, all positions may require an additional time commitment For projects on an ad hoc basis.

## Extend the gift of recovery to others by requesting their assistance and support