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## New Mexico / El Paso Area 38 Service Position Manual

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Position Title: Alternate Chairperson

\*In Area 38, the Alternate Delegate, Alternate Chairperson, Literature Coordinator, and The Forum Coordinator positions are held by one person

Term of Service: 3 years as per Area Election Cycle

How Elected: Group Representatives vote at Election Assembly

Eligibility:

- Ø Any AI-Anon member who is a current or past District representative, Alternate Delegate, Area Officer, or Coordinator who is currently active as a Group Representative (GR), District Representative, Area officer or Coordinator and is not also a member of AA

Description of Responsibilities:

- Available to step in as Chairperson if needed
- Support Chairperson
- Conduct new Group Representative orientation with Chairperson
- Facilitate assignments Chairperson gives
- Participate in Area World Service Committee (AWSC) meetings, Area Assemblies, and Action Team meetings
- Contact District Representatives as to what is needed in their District

References:

√ Service Manual pages

Election/duties Alternate Chairman page 136

Area Officers page 129

Election/duties Area Officers pages 107-108, 129-130

Al-Anon Alateen Service Manual 2004-2006