

# AMIAS Training for Alateen Service

*Colorado Area*



# AMIAS Training Agenda

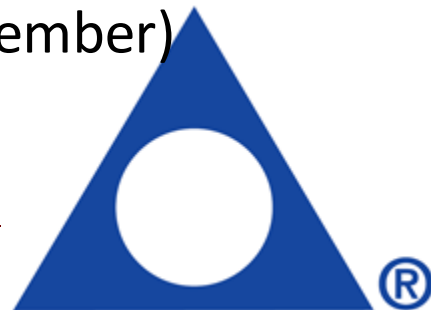
- I. Overview of Alateen and AMIAS
- II. What is An Alateen Meeting?
- III. Mandatory Reporting and Other Applicable Laws
- IV. Tough Stuff
- V. Safety and Behavioral Requirements
- VI. Best Practices
- VII. Resources
- VIII. FAQs (Frequently Asked Questions)
- IX. Supplemental Materials



# Overview of Alateen and AMIAS

## What is Al-Anon Family Groups (AFG)?

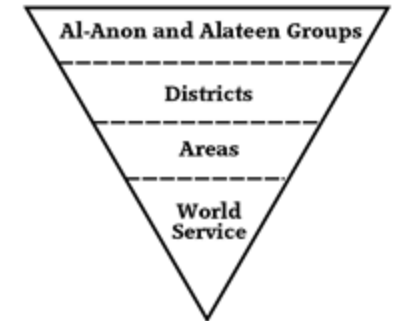
- Alateen groups and AMIAS work fall under the AFG structure.
- Al-Anon in the U.S. is organized by Areas – an Area is a geographic space; usually an entire state
- Each Area is divided into Districts (CO has 25) with District Reps
  - Each Area has Al-Anon Information Service (AIS) centers
  - There are two AIS in CO, one located in Denver and one in Colorado Springs
- Annual Meetings:
  - 3 Assemblies (March, July and November)
  - 1-2 Day Events – Day in Al-Anon (April) and Weekend in Al-Anon (~ October)
  - AA State Convention with Al-Anon and Alateen participation (~ September)



# Overview of Alateen and AMIAS

## Alateen is...?

- Part of Al-Anon Family Groups
- A fellowship of young people whose lives have been affected by alcoholism in a family member or close friend
- Generally attended by teenagers, but may include younger family members, too (9-19)\*
- Members of Al-Anon Family Groups who study and apply the Al-Anon/Alateen Twelve Steps and Twelve Traditions to their own lives



*\* Members beyond teen years are encouraged to attend Al-Anon meetings and younger members may be accepted by vote of the Alateen Group*

# Overview of Alateen and AMIAS

## Purpose of Alateen:

- Young people come together to:
  - Aid in recovery from the effects of alcoholism in a family member or friend
  - Share experience, strength and hope with each other
  - Discuss difficulties
  - Learn effective ways to cope with their problems
  - Encourage one another
  - Help each other understand the principles of the Alateen program



*Source: 'Facts about Alateen' (P-41) and 'A Guide for Sponsors of Alateen Groups' (P-29)*

# Overview of Alateen and AMIAS

## Alateen Members Learn:

- Compulsive drinking is a disease
- How to detach emotionally from the drinker's problem while continuing to love the person
- They are not the cause of anyone else's drinking or behavior
- They cannot change, control or cure anyone but themselves
- They have spiritual and intellectual resources with which to develop their own potentials, no matter what happens at home
- They can build satisfying and rewarding life experiences for themselves



*Source: 'Facts about Alateen' (P-41) and 'A Guide for Sponsors of Alateen Groups' (P-29)*



# Overview of Alateen and AMIAS

## What is an AMIAS?

- Al-Anon Member Involvement In Alateen Service
- An Al-Anon member who sponsors an Alateen meeting and is directly responsible for Alateens at Alateen meetings or events
  - AMIAS may serve as chaperones, drivers, or other roles as outlined in their Area's Alateen Safety and Behavioral Requirements.
- Each Alateen meeting **requires** 2 AMIAS be present



## What is a Group Sponsor?

- They are listed as a contact of the group for Area purposes
  - Each meeting requires 2 group sponsors listed for Area purposes
  - Has a regular attend Alateen meeting they sponsor

# Overview of Alateen and AMIAS

## Every AMIAS must:

- a.) Be an Al-Anon member regularly attending Al-Anon meetings;
- b.) Be at least 21 years old;
- c.) Have at least two years in Al-Anon in addition to any time spent in Alateen;
- d.) Not have been convicted of a felony;
- e.) Not have been charged with child abuse or any other inappropriate sexual behavior;
- f.) Submit to a National (Federal) background check;
- g.) Not have demonstrated emotional problems which could result in harm to Alateen members.



*Source: Colorado Safety and Behavioral Requirements and Procedures for Alateen Members and Al-Anon Members Involved in Alateen Service*



# Overview Alateen and AMIAS

## Requirements of an AMIAS:

- An AMIAS must be certified through their Al-Anon Area
  - You are not certified until you receive an email stating so from the Area Alateen Processing Person (AAPP)\*
- Each Area clearly defines requirements and procedures
- A substitute AMIAS must follow the same certification process
  - In Colorado, two AMIAS are required to be present for an Alateen meeting to take place



*\*Cleared Federal background check AND Area certification both needed.*

# Overview of Alateen and AMIAS

## Process of becoming an AMIAS

Step 1	Step 2	Step 3	Step 4	Step 5
<b>WSO and CO Area Applications</b>  Complete AMIAS WSO Certification Application Form & AMIAS Colorado Area Certification Application Form send to AAPP	<b>Background Check*</b>  Complete BGC Form & send to <b>American Screening LLC</b> <a href="mailto:info@americanscreening.com">info@americanscreening.com</a>	<b>Background Check Validation</b>  Receive "PASS/NO PASS" email from American Screening & <b>FORWARD "PASS" EMAIL TO <a href="mailto:aapp@al-anon-co.org">aapp@al-anon-co.org</a></b>	<b>Confirmation</b>  Receive email from AAPP with: Confirmation of certification & WSO ID #	<b>Training</b>  Attend a training as soon as possible; and <b>BEFORE</b> you sponsor a meeting

*\* Do not send your background application to AAPP; must submit first year only OR if missed the recertification deadline*

# Overview of Alateen and AMIAS

## Role of an AMIAS:

- Provide guidance in establishing the group's structure and functions: election of officers, planning programs, administration of funds, selecting and ordering literature
- Keep the meeting safe: physically and emotionally
- Guide and encourage the Alateens to run their own meeting (if a new meeting- teach them how) and keep the emphasis placed on the Alateen program of recovery
- Model appropriate sharing of experience, strength and hope
- Avoid one-on-one interactions outside of meeting time

# Overview of Alateen and AMIAS

## Alateen Personal Sponsors:

- Alateens are encouraged to ask another Alateen member to be their personal Sponsor with whom they can discuss personal problems and program questions
- An AMIAS **cannot** be a personal Sponsor to an Alateen member



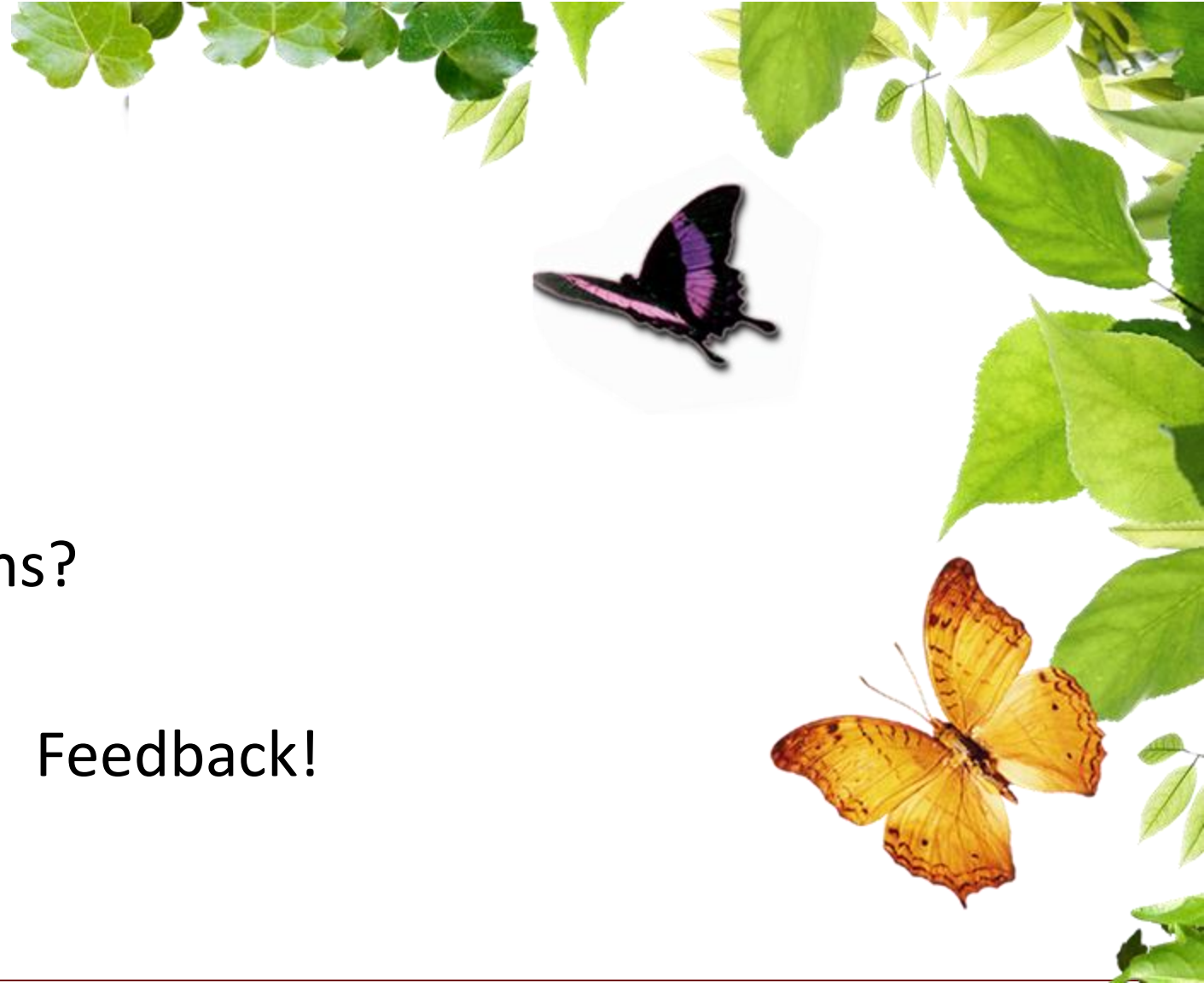
# Alateen Training for AMIAS

Questions?

Comments!

Concerns?

Feedback!



# What Is An Alateen Meeting?

We always...  
keep the  
focus on  
Al-Anon/Alateen



# What Is An Alateen Meeting?

## Alateen Members

- Format their meetings similarly to Al-Anon meetings
- Share their experience, strength and hope with each other
- Take responsibility for their meeting and their own behavior
- Support and respect the Alateen Group Sponsors suggestions to help keep meetings safe
- Serve as personal Sponsors to each other





# What Is An Alateen Meeting?

## The Alateen Group Meeting

- All Alateen meetings are “closed” meetings, regularly attended only by the Alateens, the affiliated Alateen Group Sponsors and certified backups.\*
- Alateen groups may hold an occasional “open” meeting to celebrate the group’s anniversary or for outreach purposes.
- The District Representative (or other Area-designated trusted servants: Area Officers, Area Past-Delegates) as part of their service responsibility may occasionally attend Alateen groups.
  - As long as they are accompanied by TWO AMIAS

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*\* Any potential Group Sponsors need to be certified before attending an Alateen meeting.*

# What Is An Alateen Meeting?

## The Alateen Group

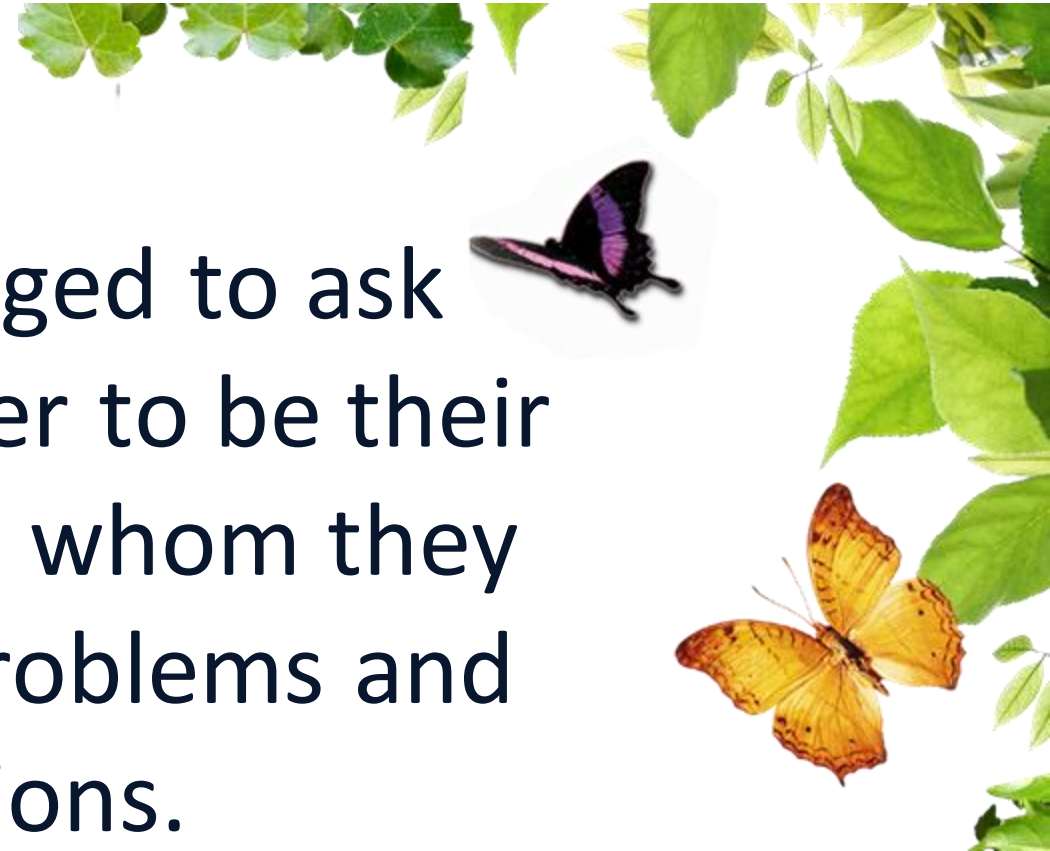
Every Alateen group is required to have two Alateen Group Sponsors present who have been certified by the Area as Al-Anon Members Involved in Alateen Service (AMIAS).



# What Is An Alateen Meeting?

## Alateen Personal Sponsors

Alateens are encouraged to ask another Alateen member to be their personal Sponsor, with whom they can discuss personal problems and program questions.



# What Is An Alateen Meeting?

## Responsibility Statement\*

“AMIAS are to provide direction to assure that emphasis is placed on the Al-Anon/Alateen program of recovery and, to the best of their ability, maintain an atmosphere that will protect the Alateen members from physical and emotional harm.”

*\*The Responsibility Statement can be found on the WSO Alateen Safety Guideline, G-34.*



# What Is An Alateen Meeting?

## Alateen and Meetings with Younger Children

- Lowering the age range is up to the autonomy of the group by taking a group conscience.
- Alateen requires the ability to participate in a shared learning experience.
- Younger members need behavior appropriate for an Alateen meeting.



# What Is An Alateen Meeting?

## Alateen and Younger Children

### Things to Consider

- Area safety and behavioral guidelines should apply to younger children as well as teens
- Review applicable laws relating to children
- Awareness of potential problems with sharing from older Alateens being inappropriate for the younger ones
- Take a group conscience to allow Alateen members age 18+ to participate
- All Alateens, even those who are legal adults (18+), must comply with the Area Safety and Behavioral Requirements when participating as an Alateen



# What Is An Alateen Meeting?

## Who can Start an Alateen Group?

- The idea can come from an Al-Anon group or member, an A.A. member, a counselor, a school administrator, a teacher (an Al-Anon member or not), an Alateen member or any other young person.
- Anyone who is interested in recovery for teens.



*See: Starting an Alateen Group G-19) and Alateen E-Manual pgs 5-8*



# What Is An Alateen Meeting?

## Steps to starting an Alateen Group

- Contact Area Alateen Coordinator or District Alateen Liaison/Coordinator
- Obtain support from one or more Al-Anon groups, if possible
- Obtain certified Group Sponsors and AMIAS for backups
- Find a location for a weekly group meeting
- Register with WSO



*NOTE: See pages 5-8 of the Alateen E-manual and G-19 to start an Alateen group*

# What Is An Alateen Meeting? - New Meeting

- Exciting for all!!
- Remember it is the Alateens' meeting
- Ask the group to set its own behavior guidelines. Remind responsible for their group
- Alateen meetings are closed - only Alateens and 2 AMIAS attend
- Suggest to newcomers to attend 6 meetings before they decide Alateen is right for them
- Sample meeting format
  - i.e., binder with meeting format, steps, behavioral guidelines, start a phone/e-mail list, clouds and rainbows, games/activities



# What Is An Alateen Meeting?

## Al-Anon Support/Outreach

- The support of one or more established Al-Anon meetings can help to ensure success.
- The Al-Anon group members can:
  - Encourage Al-Anon members to become certified to provide a pool of backup Alateen Group Sponsors
  - Bring their own children/grandchildren to the Alateen meeting
  - Mention the Alateen meeting in their group announcements
  - Help the Alateen group get started financially; it is important that the Alateen group become self-supporting as soon as possible
  - Welcome Alateens, particularly those transitioning, to the Al-Anon meeting



# What Is An Alateen Meeting?

## Alateen Meeting Procedures



- The Alateen members chair the meetings and assume responsibility for being Group Representative (GR), Secretary and Group Treasurer.
- Alateen Group Sponsors may assist in leading the meeting when the group is new.
- Alateen Group Sponsors use the Al-Anon and Alateen principles to help keep the meeting on topic.

# What Is An Alateen Meeting? The Format

- Open with the Serenity Prayer
- One teen reads the “Suggested Welcome”\*
- Go around the room and introduce themselves (cloud & rainbow for the week)
- Read “Today’s Page” from Alateen Daily Reader (allow members to share if the reading resonates with them)
- Announce Topic for the meeting (EX: slogans, literature, steps, traditions, discussion)
- Open meeting for sharing (AMIAS are welcome to share with the focus on Alateen)
- Honor the 7th Tradition
- One teen reads the “Suggested Closing”\*
- Close with Al-Anon/Alateen Declaration\*



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*\* See Al-Anon/Alateen Service Manual for suggested meeting readings*

# What Is An Alateen Meeting?

## Topic/Format Ideas

- See Al-Anon Alateen Groups At Work Service Manual (pg 24)
- Meeting formats may include:
  - discussion, speakers, question and answer, writing
  - Periodic meetings on Sponsorship can help the Alateens to sponsor each other, peer-to-peer
- Use Conference Approved Literature (CAL) Alateen Talk, The Forum
- Use Steps, Traditions, Slogans





# What Is An Alateen Meeting?

## Taking Care of Business

- Group Contacts and Current Mailing Address (CMA) must be certified adults
- Alateens fill other group positions: see next slide
- Learn when District and Area meetings are held
- Keep group information updated
- Send updates to the Area Alateen Process Person (AAPP); changes are sent to the WSO Group Records Department
- Know the Area process for updating the local meeting directory
- Transportation\*
  - When Al-Anon members provide transportation as a service to an Alateen, they need to be certified according to their Area Alateen process and have Form C signed by a guardian BEFORE transportation happens.



*\* See FAQ for details*



# What Is An Alateen Meeting?

## Taking Care of Business: Voting on elected service positions

- Elected positions (Group Trusted Servants) that need to be filled:
  - Group Representative (GR)\*
  - Secretary
  - Treasurer
- How to hold elections and vote in the Service Manual pg 48-51
- Position descriptions in Service Manual pg. 59-61



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*\* GR's normally hold a 3-year term, in Alateen this may not be possible for many reasons with teens. A group conscience can be taken to change the GR term to what best fits the group.*

# What Is An Alateen Meeting?

## Parents and the Alateen Group Sponsor

- What is said in an Alateen meeting is confidential. Just as in Al-Anon meetings, “Whom you see here, what you hear here, when you leave here, let it stay here” applies.
- Group Sponsors keep Alateens’ confidences and do not interfere in parent/child relationships or challenge parental authority.
- Alateens and Al-Anon members can share with parents how Al-Anon can help them, and encourage parents to try Al-Anon meetings themselves.



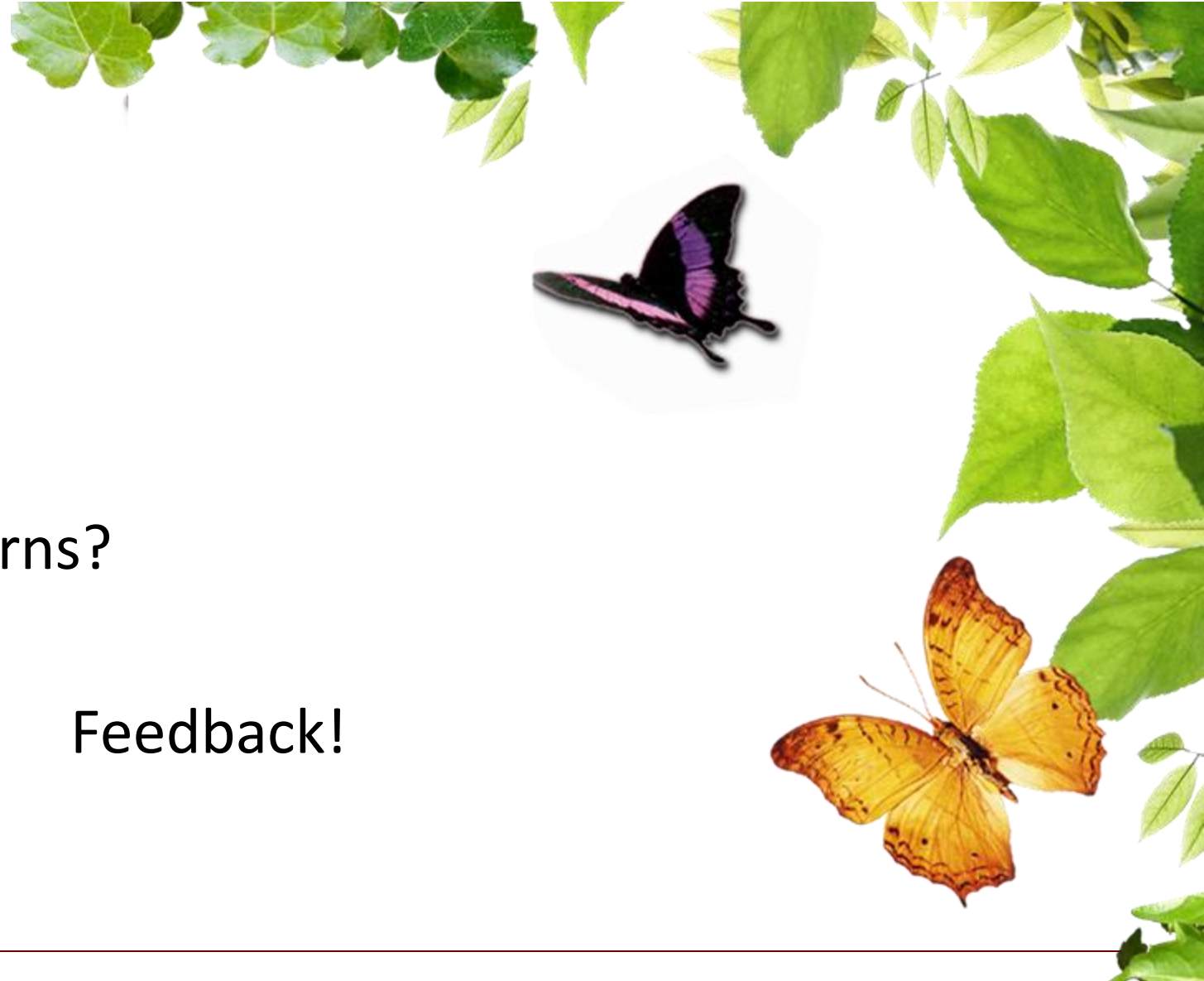
# Alateen Training for AMIAS

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# Mandatory Reporting and Other Applicable Laws

The Alateen Group Sponsor needs to be aware that Colorado is NOT a **mandatory reporting** state regarding issues related to minors. An AMIAS only needs to inform the Alateen group at each meeting before sharing begins if they themselves are a mandatory reporter, as Al-Anon/Alateen confidentiality is not above the law.



# Mandatory Reporting and Other Applicable Laws

Colorado is NOT a mandatory reporting state



# Mandatory Reporting and Other Applicable Laws

- AMIAS are NOT mandatory reporters UNLESS:
  - AMIAS are a Mandatory Reporter because of an outside job.
- If you are a Mandatory Reporter you must announce at every meeting so the teens know.
- Al-anon and Alateen are not above the law.

*\*Not sure? Go to: <https://www.coloradocwts.com/are-you-a-mandated-reporter>*

# Mandatory Reporting and Other Applicable Laws

- If you are a Mandatory reporter you know what, when and where to report.
- If you are NOT and you have a concern, reason it out with your sponsor.





# Mandatory Reporting and Other Applicable Laws

- Al-Anon/Alateen groups, AMAIS and Colorado Area members have a responsibility to be knowledgeable about the laws that affect them.
- Members are not exempt from the law. Federal and Colorado Laws\* affecting volunteers working with children include, without limit - the following laws:
  - National Child Protection Act of 1993, 42 U.S.C. § 5119
  - Volunteers for Children Act of 1998, 42 U.S.C. § 5119(a) & (b)
  - Volunteer Protection Act of 1997, 42 U.S.C. §§ 14501-14505
  - Colorado Children's Code, C.R.S. §19-1-101, et. seq.
  - Colorado Criminal Code, C.R.S. §18-1-101, et. seq.
  - Colorado Volunteer Services Act, C.R.S. §§ 13-21-115.5 & §§ 13-21-116
  - C.R.S. § 15-14-104 Delegation of Powers by parent or guardian
  - C.R.S. 16-22-102(9), Colorado Sex Offender Registration Act
  - C.R.S. § 13-22-107, Waiver by Parent of Prospective Negligence Claim



*\*Please see Supplemental Information for more about each of these Applicable Laws*

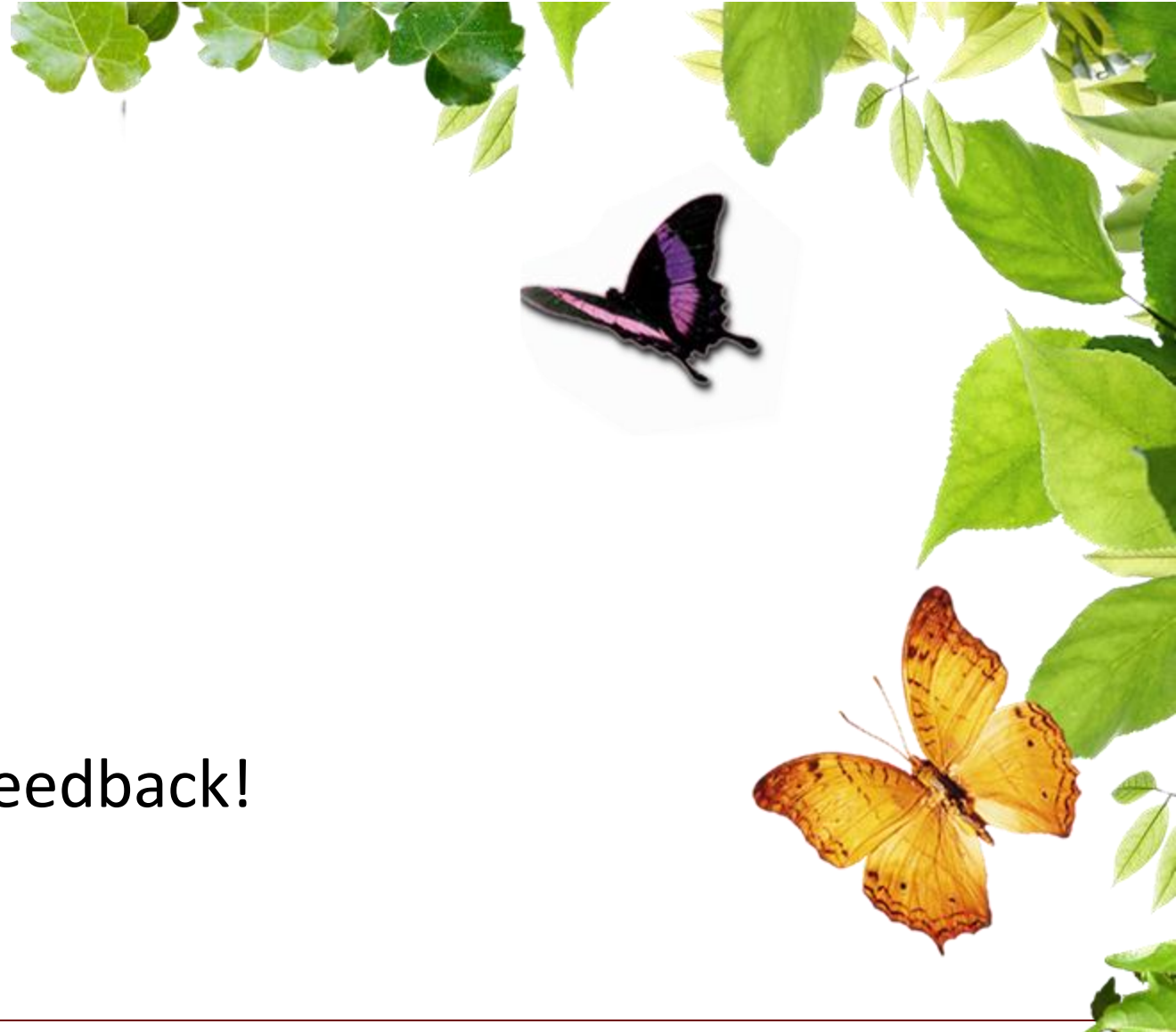
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# Tough Stuff



This section is about “tough stuff” inside a meeting or outside a meeting.

At the end of this section we are going to do an exercise so you are able to feel more comfortable when these topics surface inside or outside a meeting.



Including reference materials.



# Tough Stuff

## Conflict In Alateen

- Conflict may arise between Alateen members and an Alateen Group Sponsor, between two Group Sponsors or between Alateen members
- Dealing with this conflict, rather than letting it lead to unwanted situations, can make the group and the individuals involved stronger.
- An AMIAS may step away from the meeting for some time in order to facilitate a resolution for the group, if necessary.
- Remember the meeting is for the Alateens!



# Tough Stuff

## Conflict between Alateens and Alateen Group Sponsor



- Begin by having an open discussion:
  - All parties practice the Twelfth Tradition by placing principles above personalities.
  - An impartial party may provide a new perspective; the group might ask the AAPP, Alateen Coordinator, an Area Officer, District Representative or another trusted AMIAS\* to attend this discussion.
  - The AMIAS with whom the Alateens are having difficulty may be asked to leave the room as long as there is another AMIAS present.
  - The trusted servant may also help the group take a group inventory.

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*\*Please see Colorado Area's Safety and Behavioral Guidelines for more detail about designated trusted servants.*



# Tough Stuff

## Conflict between Alateen Members

- Have an open discussion with the members involved, could include the rest of the group or not.
- Let the members talk about it. Encourage the members to find their own solutions.
- Suggest a meeting topic to engage the group in a general discussion on the topic. Use literature\*!
- Talk to the other AMIAS or trusted servants and share your concerns without violating the member's anonymity.

*\* Conference Approved Literature: "Conflict Resolution Using Our Twelve Traditions" (S-72)*





# Tough Stuff

## Interacting with Parents

- All Alateen meetings are closed meetings. Parents are not allowed to sit-in on the meeting.
- Inform parents about Colorado Area's safety measures for Alateens and the AMIAS.
- The AMIAS and the Alateens are bound by our Tradition of anonymity. In the same way we respect parents' confidentiality and do not share what parents say with an Alateen member.
- Never come between a child and their parent, or undermine the parents' authority. The AMIAS only has responsibility for the child while the child is in the Alateen meeting or event.
- If parents ask about their child, our answer is always, “ [NAME] is doing fine.”



# Tough Stuff

## Difficult Situations

Difficult topics teens may want to discuss:

- Living with physical violence
- Running away
- Peer pressure
- Abuse
- Sex & sexuality
- Feelings of self-harm or suicide
- Talking to others about life and situations
- Bullying



# Tough Stuff

Resources to give Alateen Members who have shared they are struggling:

## Ascent Colorado

Crisis Services

844-493-TALK or text TALK to 8255

<https://coloradocrisiservices.org/>

Walk-in

**Denver** 4353 E. Colfax Ave Denver

**Aurora** Anschutz Medical Campus 2206 Victor Street Aurora

**Littleton** 6509 S. Sante Fe Drive Littleton

## Colorado Child Abuse and Neglect Hotline

1-844-CO-4-KIDS (1-844-264-5437)

<https://co4kids.org/faq>

## National Suicide Prevention Lifeline

800-273-8255

<https://suicidepreventionlifeline.org>

## I Matter

6 free counseling  
sessions 18 & under

[imattercolorado.org](http://imattercolorado.org)

What to do as an AMIAS when an Alateen member shares they are suicidal, thinking of self harm or are experiencing abuse at home:

- Give them time to express their feelings
- Let them know you are concerned
- Ask, “will I see you next week”?
- Give them these resources

# Tough Stuff

## Dealing with Difficult Situations

What can we do as Alateen Group Sponsors?

- Let the member talk about it. Encourage members to find their own solutions.
- Suggest a meeting topic to engage the group in general discussion on living with violence or anger.
- Know your local laws and local resources for yourself and the Alateen members.
- Learn to detach from things you hear in Alateen.
- Remember you're only hearing one side of the story.
- Be aware of "AMIAS burnout;" to avoid this keep:
  - Attending your personal Al-Anon meetings
  - Working your Al-Anon steps and
  - Talking with your personal or service sponsor



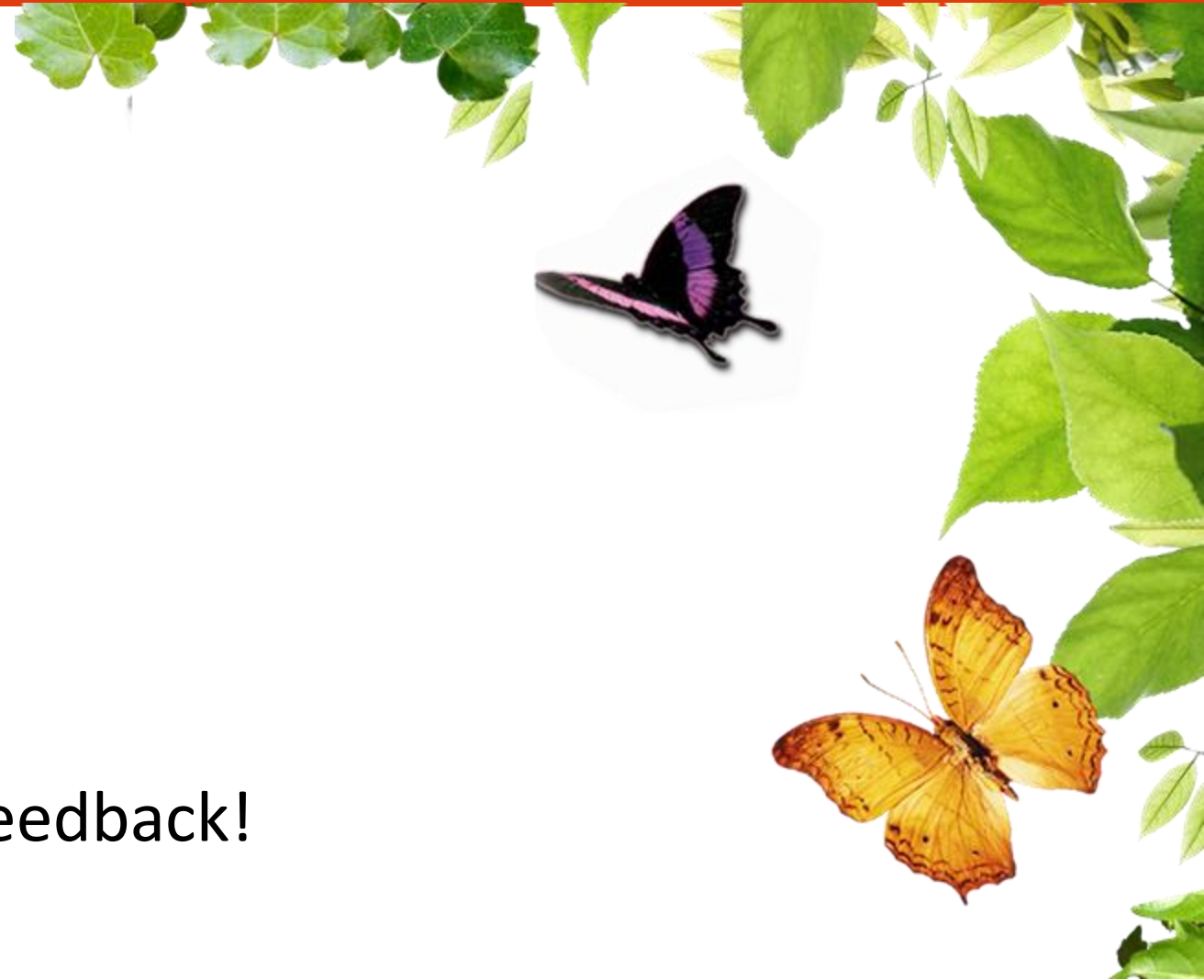
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# BREAKOUT GROUPS FOR AMIAS TRAINING

## Tough Stuff

Break-out into groups for role-play

What could we as AMIAS say for support or encouragement?

Share experiences with one another

Reference the literature

Offer local resources



# Safety and Behavioral Requirements

## Applies to all AMIAS



### Every AMIAS must:

- a.) Be an Al-Anon member regularly attending Al-Anon meetings;
- b.) Be at least 21 years old;
- c.) Have at least two years in Al-Anon in addition to any time spent in Alateen;
- d.) Not have been convicted of a felony;
- e.) Not have been charged with child abuse or any other inappropriate sexual behavior;
- f.) Submit to a National (Federal) background check;
- g.) Not have demonstrated emotional problems which could result in harm to Alateen members.

Source: Colorado Safety and Behavioral Requirements and Procedures for Alateen Members and Al-Anon Members Involved in Alateen Service



# Safety and Behavioral Requirements

## Applies to all AMIAS and all Alateen members

- There must be at least two Al-Anon Member[s] Involved in Alateen Service (AMIAS) at every Alateen meeting or Alateen-sponsored event. For activities where more than twenty-five (25) teens are present, it is required that at least one AMIAS be present for every ten (10) Alateen members.
- Sexual interaction between any adult and Alateen member is prohibited, regardless of the age of the Alateen member. Sexual interaction includes, without limit, all direct (in-person), telephonic, or electronic acts or communications of a sexual nature. In the event of a complaint the AMIAS agrees to immediately withdraw from all Alateen service until the concern has been resolved.
- Conduct contrary to applicable laws is prohibited.
- Procedures for parental permission, medical care, transportation, and housing of Alateen members, when applicable and other related matters to Sponsorship are described in Section 2.1 of The Colorado Area Safety and Behavioral Guidelines.

# Alateen Training for AMIAS

Questions?

Comments!

Concerns?

Feedback!



# Best Practices

## Al-Anon Members Involved in Alateen Service Checklist:

- Attend Al-Anon Meetings often and work with your Sponsor.
- Avoid one-on-one interactions with Alateens.
- Know when to step down as an Alateen Group Sponsor.
- Attend district and Area service meetings whenever possible.
- Participate in Alateen Sponsor Workshops, local/area Al-Anon/Alateen events.
- Stay informed—connect with the Area Alateen Coordinator.
- Use all your resources!
- Talk to each other, reason things out with someone else...

# Best Practices

## AMIAS Dos and Don'ts

### DO\*:

- Forgive
- Be humble
- Take it easy; tension is harmful
- Play; find recreation and hobbies
- Keep on trying whenever they fail
- Learn the facts about alcoholism
- Attend meetings often
- Pray

*\* AMIAS can also encourage Alateen members to do the same*



# Best Practices

## AMIAS Dos and Don'ts

### DON'T:

- Be self-righteous – you may not know best.
- Try to dominate, nag, scold and complain; saying it once is having your own voice.  
Saying it twice is nagging
- Lose your temper; these people are already hurt.
- Try to push a teen; only push yourself
- Keep bringing up their past
- Encourage teens to keep checking up on the alcoholic
- Encourage teens to wallow in self-pity
- Encourage teens to make threats they don't intend to carry out
- Be over-protective of teens or others
- Be a doormat; model having a voice of your own for teens



# Best Practices

## Self Care for AMIAS: Avoiding Sponsor Burnout

- Alateen Group Sponsors need to take steps to avoid burnout, as Alateen sponsorship can be stressful and emotionally draining.
- Attend additional Al-Anon meetings.
- Attend or chair a meeting on “laughter”!
- Attend Alateen Sponsor meetings/weekends in your District/Area.
- Use your personal and service Sponsors.
- Put your emotional and spiritual needs first.
- Take a break from sponsoring, when needed.
- Read Detachment Pamphlet (S-19)



# Best Practices

## Self Care for AMIAS: Minimizing Challenges

- Have more than one Alateen group Sponsor at each meeting.
- Set behavior guidelines for the meeting with the Alateens. Review them frequently.
- Encourage Alateens to police themselves.
- Set boundaries with the Alateens.
- Don't accept unacceptable behavior.
- Seek support from others: AMIAS, Alateen Group Sponsor, District and Area trusted servants),
- Participate in local/Area Al-Anon/Alateen events.
- Have a burnout prevention plan!!!



# Best Practices

## For the Alateen Group

### Addressing a problem in the Alateen group

- When there is disruptive behavior in the group, both group members and Sponsors can ask members to stop.
- For example, the group might discuss, “how will we handle use of cell phones and texting during our meetings?”
- Begin with the Serenity Prayer. Either the Alateen Group Sponsor or the Alateen member may share the problem in a general way with the group, inviting discussion.
- Encourage the Alateens and Alateen Group Sponsors to apply the Traditions to the situation and to stick to Al-Anon/Alateen principles.
- Based upon the discussion, the group may decide to update their behavior guidelines, including actions to take with violators.

*\* If issue involves an AMIAS they may be asked to leave the room AS LONG AS there is another trusted servant present*



# Best Practices

## For the Alateen Group

### **Complaint Process - In the event a complaint/concern against an AMIAS:**

- 1) Any individual may go to the AAPP, Area Alateen Coordinator, or any Area Assembly Officer with concerns of any AMIAS. Any concern brought forward is limited to violations of the Colorado Area Alateen Safety and Behavioral Guidelines.
- 1) Complaints/concerns that are procedural in nature (matters which are not complaints/concerns of sexual interaction of conduct contrary to applicable laws between any adult and Alateen member) will be forwarded to the Area Alateen Coordinator for appropriate action. Appropriate action is defined as, but not limited to, additional education of the AMIAS/member concerning current Colorado Area Safety and Behavioral Requirements and

### **Procedures**

*Colorado Safety and Behavioral Guidelines, Section E*

# Best Practices

## For the Alateen Group Con't

### **Complaint Process Con't:**

- 3) In the presence of any complaints/concerns of sexual interaction or conduct contrary to applicable laws between any adult and Alateen member the AMAIS will be contacted by the Area Chairperson pr the Area Alateen Coordinator and agrees to immediately withdraw from all Alateen service until the concern has been resolved.
- 4) If any concern is of conduct contrary to applicable laws, the party registering the complaint/concern will be instructed to contact local authorities. Any reporting is done on a personal basis rather than as an AMIAS, Alateen, or Al-Anon member.

# Best Practices For the Alateen Group

## Group Inventory

- *"Participation is the key to harmony" (Concept 4)*
- Taking group inventory can help to prevent problems, as well as to identify them and find solutions.
- Giving the Alateens responsibility for their meeting or event can deepen their commitment to upholding behavior requirements.

*\*Taking a Group Inventory Guideline (G-8a & G-8b)*



# Best Practices For the Alateen Group



## Group Conscience Vote

- A Group Inventory may lead to "taking an informed group conscience" with the group.
- After the matter is discussed and voted on, the group allows the minority opinion to be heard and honors the opinion of the majority.
- Once the Alateen group determines its own behavioral guidelines and the process for dealing with violations, the group members will monitor their own behavior.

# Best Practices For The Alateen Group

## Alateen resources in our literature and service tools

- Al-Anon/Alateen Service Manual (P-24/27)
- Al-Anon/Alateen guidelines
  - Service Manual and Guidelines available at: [al-anon.org/members](http://al-anon.org/members)
- Alateen E-Manual ([E-Manual](#))
- Alateen Chat Meeting ([Chat App](#))
- Conflict Resolution Using Our Twelve Traditions (S-72)
- Alateen: Hope for Children of Alcoholics (B-3)
- Twelve Steps and Twelve Traditions for Alateen (P-18)
- The group may decide a group inventory would be helpful (G-8a & G-8b)



# Best Practices For The Alateen Group

- Group Crosstalk
  - Alateen E-Manual pages 9, 10, 12 & 30
- Service Positions
  - Alateen E-Manual pages 9-11
  - Who handles 7th tradition?
  - Who handles literature?
- Games/Activities in a meeting
  - Found under “Supplemental Materials”
- Increase members - Outreach
  - Alateen E-Manual pages 22-23



# Alateen Training for AMIAS

Questions?

Comments!

Concerns?

Feedback!



# BREAKOUT FOR AMIAS TRAINING

## Best Practices

Spend five minutes chatting with the person next to you.

- Discuss ways you have handled teen situations
- Come up with “Best Practices” ideas you’ve seen or used in the past





# Resources

## AMIAS and Alateens

- District/Area Trusted Servants
- District Representative
- District Alateen Coordinator
- Area Alateen Coordinator
- Area Alateen Process Person (AAPP)
- Area Officers
- Alateen Sponsor Workshops
- World Service Office



# Resources: Literature

## AMIAS and Alateens

- Al-Anon/Alateen Service Manual 2022-2025 (P-24/27)
- Facts about Alateen (P-41)
- A Guide for Sponsors of Alateen Groups (P-29)
- Alateen Safety Guidelines (G-34)
- Starting an Alateen Group (G-19)
- Alateen Meetings in Schools (G-5)
- Alateen Conferences (G-16)



# Resources: Online



## AMIAS and Alateens:

- Alateen E-Manual <https://al-anon.org/for-members/members-resources/manuals-and-guidelines/alateen-service-e-manual/>
- [www.al-anon-co.org](http://www.al-anon-co.org)
- [www.Denver-Al-Anon@ecentral.com](mailto:www.Denver-Al-Anon@ecentral.com)
- Members' Website: [www.al-anon.org/members](http://www.al-anon.org/members)
- The Forum Magazine (order here) <https://al-anon.org/pdf/ForumOrder.pdf>
- Alateen Talks (order here) [https://al-anon.org/pdf/AlateenTalk\\_orderform.pdf](https://al-anon.org/pdf/AlateenTalk_orderform.pdf)
- Al-anon.org/mobileapp (for the Mobile App) <https://al-anon.org/newcomers/teen-corner-alateen/try-an-alateen-chat-meeting/>

# Resources for AMIAS

## Area Contact Email

- Area Alateen Coordinator Email: [alateen@al-anon-co.org](mailto:alateen@al-anon-co.org)
- Area Alateen Process Person Email: [aapp@al-anon-co.org](mailto:aapp@al-anon-co.org)
- Delegate Email: [delegate@al-anon-co.org](mailto:delegate@al-anon-co.org)
- Area Chair Email: [chair@al-anon-co.org](mailto:chair@al-anon-co.org)

## Colorado Service Centers

Denver Area Service Center

Center

(303)-321-8788

632-0063

11am -2 pm M-F

2133 S Bellaire St

Denver, CO 80222

Fountain Blvd

Pikes Peak Service

(719)-

3595 E.



# Resources (Literature)



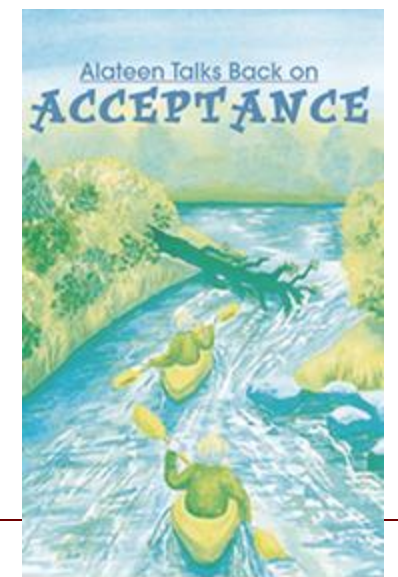
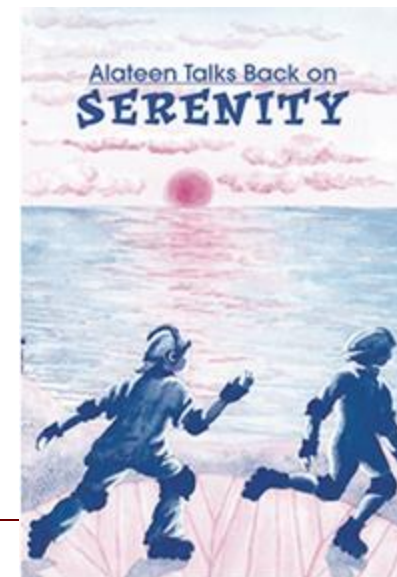
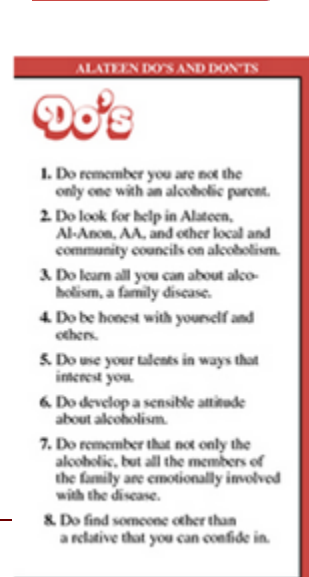
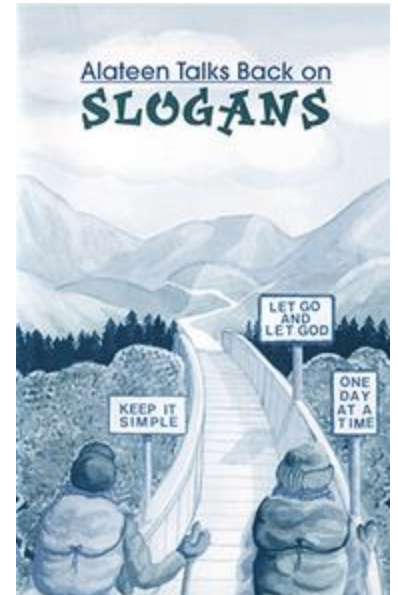
**DAILY CHECKLIST OF MYSELF**

Step Two: "Continued to take personal inventory and when we were wrong, promptly admitted it."

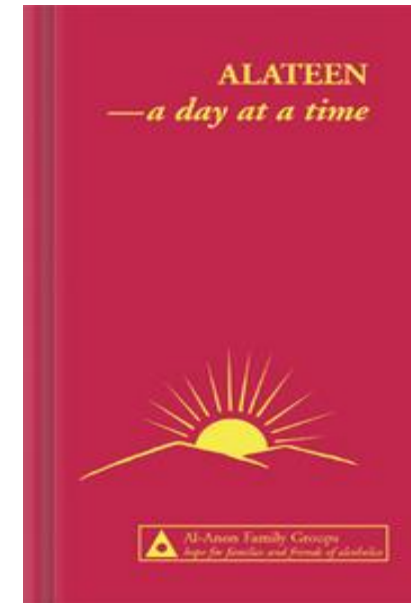
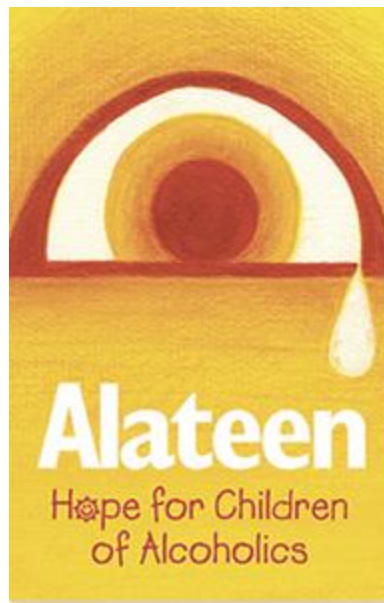
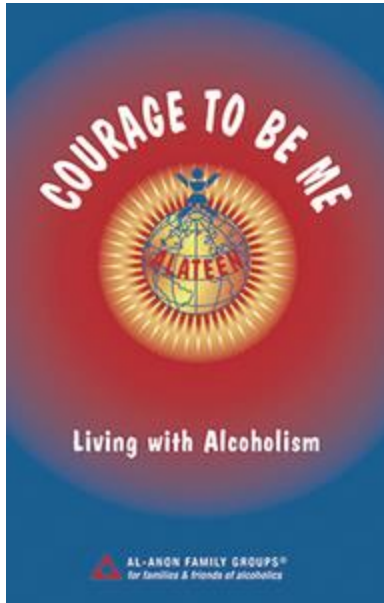
Just For Today I will take my own inventory.

(Days of the week) S M T W T F S

Did I love my husband? "And grant me the serenity"						
Was I well centered today? "Shape His, Yours, Right and Mine"						
Did I put others down? "Ungrateful of others"						
Did I ask for the help I need from my Higher Power? "Let Go and Let God"						
When I was wrong, did I promptly admit it? "Courage to change the things I do"						
Did I worry or over react? "Let Go and Let God"						
Did I compare others? "Love and Let Live"						
Am I disappointed and did I talk back? "And grant me the serenity"						
Did I forget that serenity is a daily dream which can become a permanent habit? "And grant me the wisdom to know the difference, step one"						
Did I indulge in self pity? "Remember that problems, right now we can make it, tomorrow help"						
Did I listen anyone over for my entire today? "How important is it?"						
Did I work on any of my defects today? "Courage to change the things I do"						
Was I miserable today? "And step, step it straight"						



# Resources (Literature, con't)



**ALATEEN TALK**





# THE END

The Alateens thank you for participating in Colorado Area's AMIAS Training!





# FAQs (Frequently Asked Questions)

## **What is Alateen?**

Alateen is a peer support group for teens who are struggling with the effects of someone else's problem drinking. Many Alateen groups meet at the same time and location as an Al-Anon group. All Alateen meetings are closed meetings, only teens and AMIAS are able to attend. Alateen is not a program for young people seeking sobriety.

## **Do Alateen meetings need to be registered with the Al-Anon World Service Office (WSO)?**

Yes. All Alateen meetings, just like Al-Anon meetings, must complete an application and register with the Al-Anon World Service Office. Alateen group registration form can be found at <https://al-anon-co.org/members-only-page/alateen/>.

# FAQs (Frequently Asked Questions)

**What does the acronym AMIAS stand for?**

Al-Anon Member Involvement in Alateen Service

**Can anyone be involved with Alateen service?**

No. Only Al-Anon members who have become certified AMIAS can be involved with Alateen service.

**Can members from other 12 Step groups apply for AMIAS certification?**

Yes, if they meet the certification requirements.

**Who must be certified to be an AMIAS?**

Al-Anon members who wish to serve Alateen in any capacity are required to participate in a certification process established in their area.

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# FAQs (Frequently Asked Questions)

## **What are the steps of the AMIAS certification process?**

- a) Complete all Background Check Procedures, including required application (Background Check Application) and submit to the instructions listed on the application. *Do not send this application to the Area Alateen Process Person (AAPP).*
- b) Complete and submit the Candidate Application Form to the AAPP.
- c) Complete and submit the Al-Anon Member Involved in Alateen Service Registration Form to the AAPP.
- d) Evidence of a Background Check “PASS” to be submitted (made available) to the AAPP.
- e) Upon receipt of items b, c, and d above, the (AAPP) will certify the information contained in the Candidate Application Form for Al-Anon Member Involved in Alateen Service is complete, as required, and forward Candidate Application to the World Service Office (WSO) for processing in accordance with WSO standards and procedures.
- f) The WSO will return a copy of the Candidate Application, affixing a WSO ID # specific to the applicant, to the AAPP.
- g) The AAPP will keep a copy of the Candidate Application with the WSO ID # and provide a copy of same to the Candidate.

*NOTE: Items numbered b, c, and d above must be submitted at the same time.*

*NOTE: Once the candidate receives their WSO ID #; they officially can participate in Alateen service.*

# FAQs (Frequently Asked Questions)

**Do I have to pay for the background check to apply for the AMIAS certification?**

No. The Al-Anon Family Groups of Colorado Area Assembly, Inc. pays the fee.

**Are the AMIAS candidate application forms available in Spanish?**

Yes. Contact the AAPP to obtain those forms at [aapp@al-anon-co.org](mailto:aapp@al-anon-co.org).

**Where do I obtain the AMIAS candidate application forms?**

You may obtain the forms by contacting the AAPP at [aapp@al-anon-co.org](mailto:aapp@al-anon-co.org) or by going to Al-Anon Colorado website <https://al-anon-co.org/members-only-page/alateen/>.

# FAQs (Frequently Asked Questions)

**When I receive a PASS notification from the background check company, does this mean I am now a certified AMIAS?**

No. The AAPP still needs to certify the information contained in the Candidate Application Form for Al-Anon Member Involved in Alateen Service is complete, as required, and forward Candidate Application to the World Service Office (WSO) for processing in accordance with WSO standards and procedures. Once WSO approves the application, they will provide to the AAPP the candidate's WSO ID #; who will then share it with the candidate. At that point, the certification process is completed, and the candidate may officially participate in Alateen service.

**How long does my AMIAS certification last?**

The AMIAS certification is valid for only 1 year from July 1 - June 30 each calendar year.

# FAQs (Frequently Asked Questions)

## **What do I do if I want to be an AMIAS longer than 1 year?**

No later than March 31<sup>st</sup> of each calendar year, all members wishing to remain an AMIAS shall complete the annual re-certification process:

- 1) Complete a new Candidate Application Form and submit to the AAPP.
- 2) Complete a new Al-Anon Member Involved in Alateen Service Registration Form, including WSO Assigned ID Number, and submit to the AAPP.
- 3) Upon receipt of items numbered 1 and 2 above, the AAPP will certify the information contained in the Candidate Application Form for Al-Anon Member Involved in Alateen Service (AMIAS) is complete, as required, and forward Candidate Application to the WSO for processing in accordance with the WSO standards and procedures
- 4) WSO will return updated annual status of the recertified Candidate Application to the AAPP.
- 5) The AAPP will keep a copy of the recertified Candidate Application with the WSO ID # and provide a copy of same to the candidate.

*NOTE 1: Items numbered 1 and 2 above must be submitted at the same time. It is the responsibility of the AMIAS to comply with the March 31<sup>st</sup> deadline outlined in items numbered 1 and 2 above. It will be at the discretion, not the responsibility, of the AAPP to send out reminders.*

*NOTE: In the event an AMIAS does not comply with the requirements outlined in Section B above and their status as an AMIAS lapses for any reason, the requirements outlined in steps of the AMIAS certification process will apply.*

# FAQs (Frequently Asked Questions)

## **Can I suspend my AMIAS certification and return to active status any time?**

No. If your status as an AMIAS lapses by not completing the annual re-certification process by March 31<sup>st</sup> of each calendar year, the Al-Anon member will be required to follow all the steps of the AMIAS certification process.

## **How are Alateen meetings run?**

Just like Al-Anon meetings, Alateen meetings have a meeting format they follow, with the teens running the meeting. Through the group autonomy the readings vary from group to group, but generally, the teens read the 12 Steps, 12 Traditions, thought for the day and recite the Serenity prayer, the teens then report a cloud (negative) and rainbow (positive) from the past week. The two AMIAS group sponsors are there to support the teens and keep them focused on the program principles.

## **Can there be only one (1) AMIAS group sponsor at a meeting or event?**

No. There must be at least two (2) AMIAS at every Alateen meeting or Alateen-sponsored event.

NOTE: At an Alateen sponsored event for activities where more than 25 teens are present, it is required that at least 1 AMIAS be present for every 10 Alateen members. (Pg 4, *Colorado Area Safety and Behavioral Requirements and Procedures for Alateen Members and Al-Anon Members Involved in Alateen Service (AMIAS)*)

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# FAQs (Frequently Asked Questions)

## **Are there safety and behavioral requirements and procedures for Alateen members and AMIAS?**

Yes. On March 23, 2013, the Al-Anon Family Groups of Colorado Area Assembly, Inc. adopted the *Colorado Area Safety and Behavioral Requirements and Procedures for Alateen Members and Al-Anon Members Involved in Alateen Service (AMIAS)*. This provides guidance for creating a safe environment for Alateen members and Al-Anon members involved in Alateen service. These guidelines may be found at <https://al-anon-co.org/members-only-page/alateen/>.

## **Are AMIAS mandatory reporters?**

No, AMIAS are not mandatory reporters in the State of Colorado. However, if the AMIAS is a mandatory reporter due to their profession, it is required that the AMIAS consistently remind the teens.

# Supplemental Material

## Links to Resources:

- Alateen Bingo game – CARDS and CALLING STRIPS ([Word docs](#))
- WSO Alateen Literature catalog ([PDF](#))
- List of Alateen meetings on the WSO Mobile App
- Alateen Service Manual ([PDF](#))
- Suggested Alateen meeting format ([Word doc](#))

# Supplemental Material

## Applicable Law Details

### **National Child Protection Act of 1993, 42 U.S.C. § 5119**

“In each State, an authorized criminal justice agency of the State shall report child abuse crime information to, or index child abuse crime information in, the national criminal history background check system. A criminal justice agency may satisfy the requirement of this subsection by reporting or indexing all felony and serious misdemeanor arrests and dispositions.”

(<https://www.casemine.com/act/us/591975c0add7b05bd4dcf417>)

# Supplemental Material

## Applicable Law Details

### **Volunteers for Children Act of 1998, 42 U.S.C. § 5119(a) & (b)**

“An authorized agency of the State to request national criminal fingerprint background checks. Qualified entities requesting background checks under this paragraph shall comply with the guide-lines set forth in subsection (b) and with procedures for requesting national criminal fingerprint background checks, if any, established by the State.”

(<https://uscode.house.gov/statutes/pl/105/251.pdf>)

# Supplemental Material

## Applicable Law Details

### **Volunteer Protection Act of 1997, 42 U.S.C. §§ 14501-14505**

“The Congress finds and declares that (1) the willingness of volunteers to offer their services is deterred by the potential for liability actions against them.”

(<https://www.law.cornell.edu/uscode/text/42/14501>)

# Supplemental Material

## Applicable Law Details

**Colorado Children's Code, C.R.S. §19-1-101, et. seq.**

([https://casa17th.org/fileLibrary/file\\_98.pdf](https://casa17th.org/fileLibrary/file_98.pdf))

**Colorado Criminal Code, C.R.S. §18-1-101, et. seq.**

(<https://leg.colorado.gov/sites/default/files/images/olls/crs2018-title-18.pdf>)

# Supplemental Material

## Applicable Law Details

**Colorado Volunteer Services Act, C.R.S. §§ 13-21-115.5 - Immunity - exception for operation of motor vehicles**

(<https://leg.colorado.gov/sites/default/files/images/olls/crs2016-title-13.pdf>) Page 186

**Colorado Volunteer Services Act, C.R.S. §§ 13-21-116, Immunity for volunteers assisting organizations for young persons**

(<https://leg.colorado.gov/sites/default/files/images/olls/crs2016-title-13.pdf>) Page 191



# Supplemental Material

## Applicable Law Details

### **C.R.S. § 15-14-104, Delegation of Powers by parent or guardian**

“A parent or a guardian of minor, by a properly executed power of attorney, may delegate to another person, for a period not exceeding nine months, any of his powers regarding care, custody or property of the minor child, except his power to consent to marriage or adoption of a minor ward.”

(<https://www2.dpsk12.org/manila/departments/sts/guardminors.pdf>)

# Supplemental Material

## Applicable Law Details

### **C.R.S. 16-22-102(9), Colorado Sex Offender Registration Act**

Definitions of “unlawful sexual behavior” in which a person will be made a Colorado Sex Offender and therefore when found guilty will be registered on the Colorado Sex Offender List.

(<https://all4consolaws.org/lawsbystates/states/rsol%20colorado%20new%20reg%20req%20140429.pdf>)

# Supplemental Material

## Applicable Law Details

### **C.R.S. § 13-22-107, Waiver by Parent of Prospective Negligence Claim**

“Children of this state should have the maximum opportunity to participate in sporting, recreational, educational, and other activities where certain risks may exist;”

(<https://leg.colorado.gov/sites/default/files/images/olls/crs2015-title-13.pdf>) Page 236