



WHAT TO DO,

What to do!!!

Become a Task Force

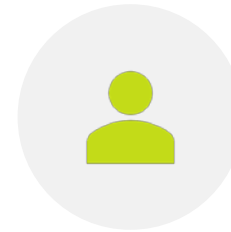
Oops, we very shortly decided we really needed to be come a Thought Force so our awesome Colorado Area Chair, Christy B., rewrote our charge for us!

- Explore the duties & responsibilities of an Area Literature Coordinator position that does not include being an LDC
- Explore the benefits and/or downsides of combining the Literature Coordinator position with the Forum Coordinator position and what the possible duties and responsibilities would be if combined
- Prepare recommendations to the AWSC re the above information, keeping in mind which would best serve the needs of our members and Area

THOUGHT FORCE



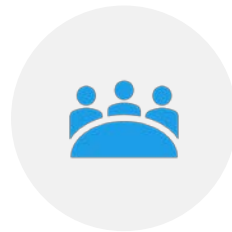
MET 8 TIMES ON
CONFERENCE CALLS,
PLUS EMAILS



DISCUSSED COMBINING
LITERATURE
COORDINATOR AND
FORUM COORDINATOR



DEVELOPED A LIST OF
DUTIES THE NEW
POSITION MIGHT
INCLUDE



DISCUSSED DISTRICTS
HAVING THEIR OWN
FORUM COORDINATOR



INDIVIDUALLY
ANSWERED THE 5 KBDM
QUESTIONS & THEN
SHARED AND DISCUSSED



CREATED A JOB
DESCRIPTION FOR A NEW
LITERATURE/FORUM
COORDINATOR

Literature/Forum Coordinator

- Any Al-Anon member who has served a minimum of one (1) year in Al-Anon.
- An Al-Anon member that is familiar with most of the CAL literature or has a willingness to learn about CAL and its purpose and foundation within the program.
- Must be willing to serve a three (3) year commitment.
- Willingness to have one copy of each item of CAL for reference (purchased by the AFG of Colorado)
- May be asked to display the library at Area events throughout the year.
- Participate in WSO Literature Coordinator Conference Calls & Discussion Boards
- Be willing to obtain ideas from other Literature Coordinators

Continued.....

- Willingness to support CAL literature at Area/District level
 - Use AFG Connects, contribute to each publication of the Butterfly
 - Willingness to attend Area events and support various workshops that support CAL literature events whenever possible
 - Forum - encourage subscriptions & submissions, have writing workshops, work with WSO
- Willingness to attend all AWSC (Area World Service Committee Meetings) and three Assemblies
 - Prepare written report for each Assembly
- Offer support and information to all Literature Distribution Centers within the Area
- Work with Public Outreach Coordinators in developing literature donation projects, e.g., donations of Al-Anon materials to libraries, schools, hospitals, correctional facilities, courts and professionals
- Ask members and groups to share how they use CAL at meetings
- Enthusiasm and writing skills are helpful, as are computer skills for correspondence, flyers and assistance in helping others write articles

Based on our discussions, we recommend the following:

- We recommend to combine the Literature Coordinator with the Forum Coordinator with the suggested job description as guidance
- Ask a Task Force to rewrite the job description of combining the Literature Coordinator with the Forum Coordinator and define the events that position would be asked to attend

Respectfully submitted,

Holly G., Chair

Debby S, Dennis G, Gai W, Karis H, Sue W.