

Kentucky Area Literature/Forum Coordinator Procedures

Area Literature Coordinators are the vital link in Al-Anon service, carrying the message of recovery and unity through Al-Anon Conference Approved Literature (CAL) to the districts, Al-Anon Information Services (AIS), Literature Distribution Centers (LDC's), groups and members in their Area. (G-6)

1. Attend all AWSC (Area World Service Committee) meetings and Area Assemblies.
2. Receive periodic information from WSO (World Service Office), most of it posted or electronically through e-mail.
3. Share information for WSO to members via verbal or written report at Assemblies.
4. Participate in Literature Coordinator conference calls from WSO with Coordinators from other areas.
5. Discussion boards are monitored by WSO through AFG Connects to provide access for Area Coordinators to share experience, strength and hope and ideas.
6. Encourage members to use CAL at meetings and to have literature available to those in attendance.
7. Offer WSO writing guides that help members focus their writing on a particular project, including sharing for CAL projects in development.
8. Encourage Al-Anon and Alateen members to read the Forum, Area Highlights, and the WSO newsletters found on the member's website, www.al-anon.alateen.org/members.
9. Include articles about CAL in Kentucky Area Newsletter.
10. Act as a resource for Area on CAL.

Area Forum Coordinators encourage groups and members to submit sharing to The Forum and to subscribe. They carry Al-Anon's message of recovery as printed in The Forum to Group Representatives (GRs), who are The Forum Representatives at the group. (G-32)

1. Attend all AWSC meetings and Area Assemblies.
2. Receive periodic information for WSO, most of it posted electronically through e-mail.
3. Give verbal or written report at Assemblies (included with Literature Coordinator report).
4. Connect with WSO (World Service Office) and other coordinators through AFG Connects (electronically), sharing ideas for use by other Area Coordinators.
5. The Coordinator subscribes to The Forum; encourage each member and group to have a subscription; suggest use as a meeting topic. This is a great way to make the magazine visible, and let everyone know of its value for recovery, especially for newcomers.
6. Encourage members to send sharings to WSO for The Forum.

NOTE: I would encourage obtaining Area Literature Coordinator guidelines (G-6) and Area Forum Guidelines (G-32) for many ideas to use during your term.

AWSC approved 3/2/2018 – Area Assembly approved 3/3/2018