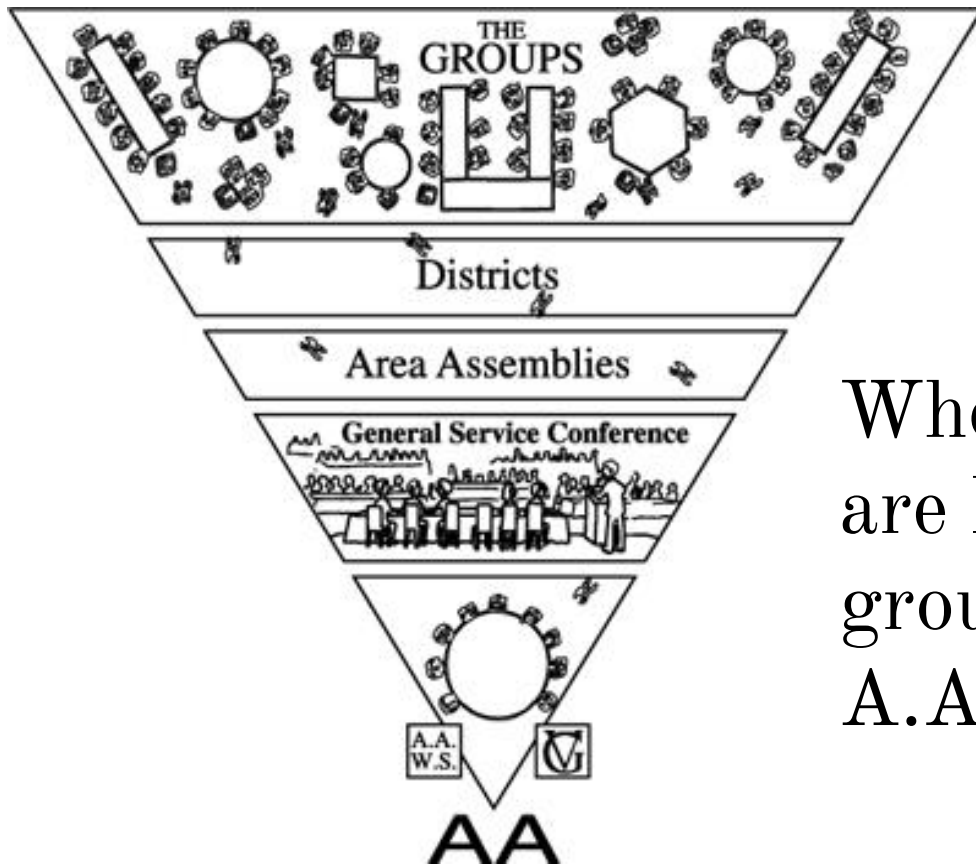


GENERAL SERVICE  
REPRESENTATIVE-  
MAY BE THE MOST IMPORTANT JOB IN  
A.A.



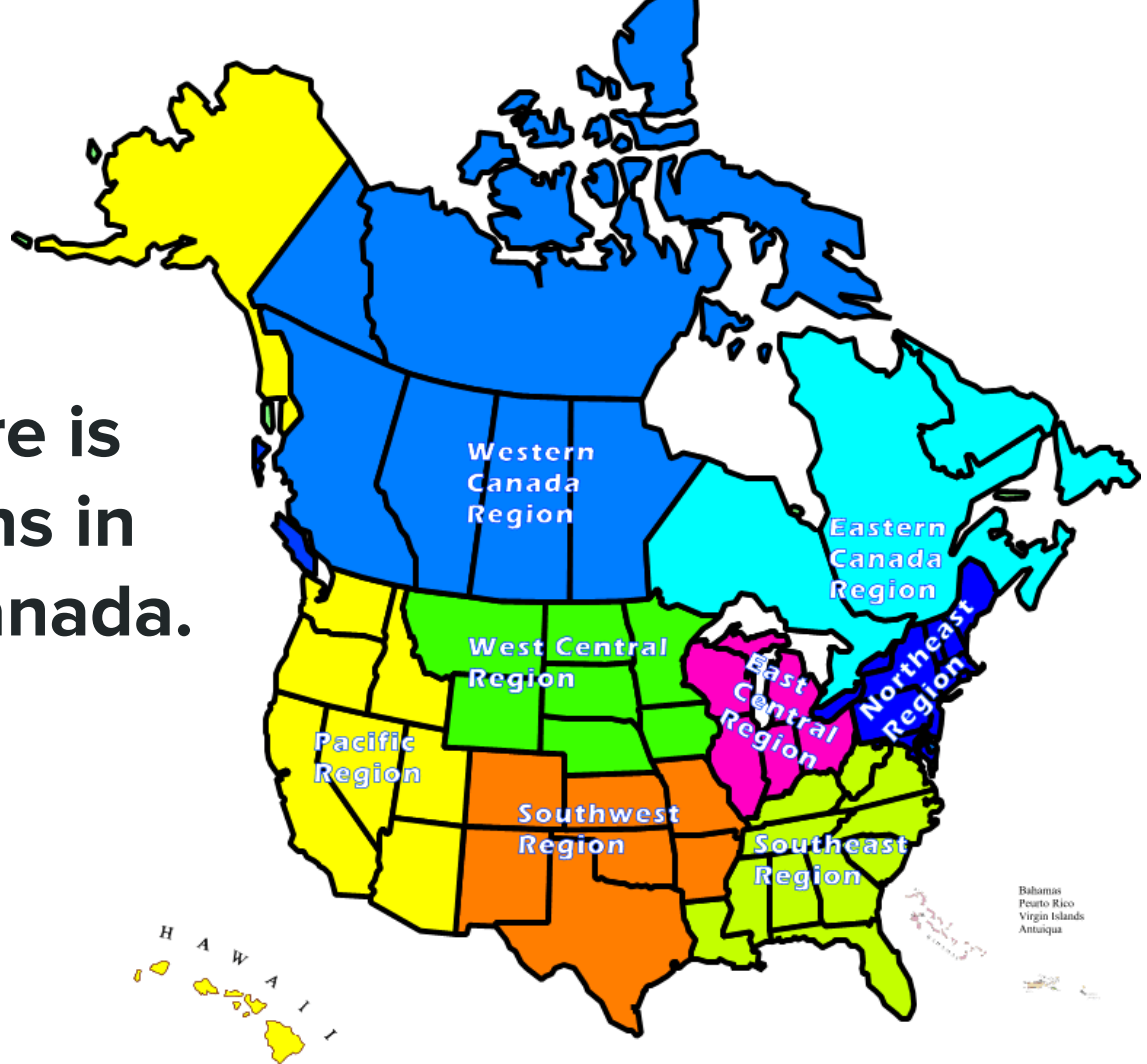
# The GSR Preamble

We are the General Service Representatives. We are the link in the chain of communication for our groups with the General Service Conference and the world of A.A. We realize the ultimate authority in A.A. is a loving God as He may express Himself in our group conscience. As trusted servants, our job is to bring information to our groups in order that they may reach an informed group conscience. In passing along this group conscience, we are helping to maintain the unity and strength so vital to our fellowship. Let us, therefore, have the patience and tolerance to listen to others share, the courage to speak up when we have something to share, and the wisdom to do what is right for our groups as a whole.



When you're a G.S.R., you are linking your home group with the whole of A.A.

**Our service structure is made up of 6 regions in the U.S. and 2 in Canada.**



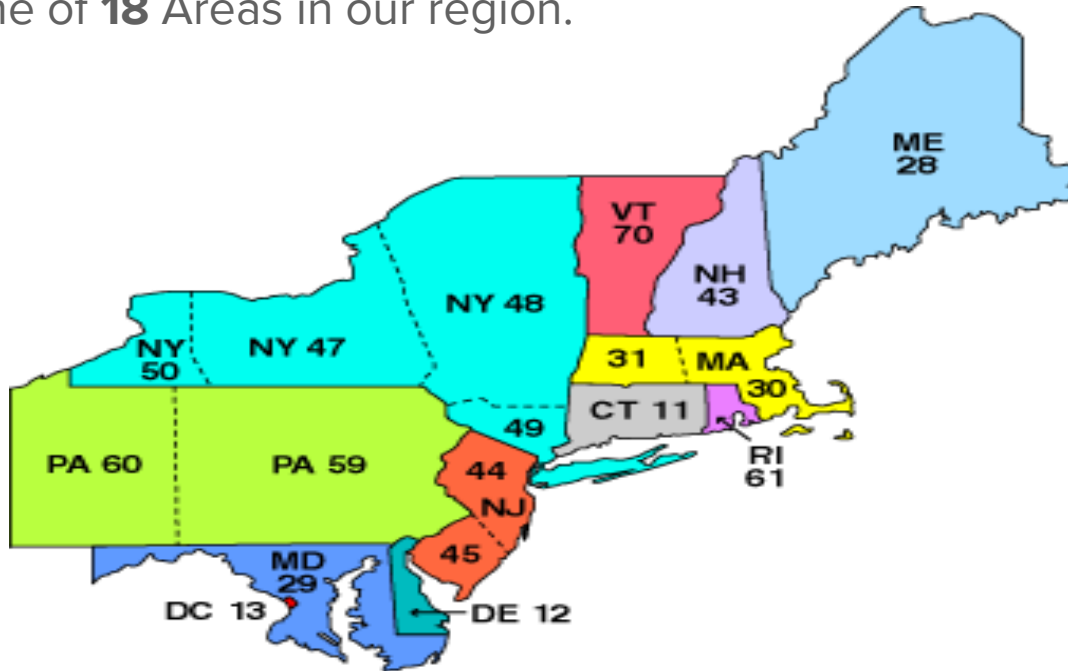
# Areas:

There are 93  
Areas in the U.S.  
Canada



# The Northeast Region

**Area 11** is one of **18** Areas in our region.



**CONGRATULATIONS!**

**WHAT AN HONOR TO BE A TRUSTED SERVANT!**

**AS SUCH, RESPONSIBILITIES TO YOUR GROUP INCLUDE:**

Giving monthly reports to group informing them of District and Area events/ concerns including service opportunities;

Representing group at District and Area functions;

Voicing/Voting group's conscience at the District meetings based on informed discussions of issues;

Educating yourself and your group on the A.A. Service

Structure; and

# YOUR ROLE AT MONTHLY DISTRICT GSR MEETINGS

## *(It's more than just picking up flyers!)*

Become informed about District, Area and GSO business and events.

Discover what our various committees are doing within A.A. and the community.

Learn about where and how your group contributions are being spent.

Voice/Vote group's conscience.

Share thoughts/ideas/concerns about A.A. business.

On minor business known as “housekeeping issues,” make decisions based on knowledge of group's will. (Commonly referred to as Right of Decision-



## **If I cannot make it to a GSR commitment, I should...**

- A. cross my fingers and hope no one notices.
- B. assure my home group that nothing important happens at those things anyway.
- C. make sure my group's Alternate GSR is able to attend in my absence.

# YOU GOT IT!

THE ANSWER IS “C: make sure my group’s *Alternate GSR* is able to attend in my absence.”

*Alternate GSRs* are elected by a group to serve in the absence of their regular GSR. They do not have a vote at the District meeting unless their GSR is not present, but they are encouraged to attend any of the meetings the GSR attends.

**“It was suggested I  
get a Service Sponsor.  
I already have a  
Sponsor.**

**What’s the  
difference?”**

**A Service Sponsor is simply a person with service experience whom you can ask questions about service-related issues. He or she can be but does not have to be your Step Sponsor. He/she should be somebody who has been in service a while and is well-versed in the Traditions and Concepts.**



# THE 12 TRADITIONS

*“Our Traditions are a guide to better ways of working and living, and they are to the group survival what A.A.’s Twelve Steps are to each member’s sobriety and peace of mind... Most individuals cannot recover unless there is a group. The group must survive or the individual will not.” - Co-founder Bill W.*

The Traditions are the guidelines to help the groups function effectively.

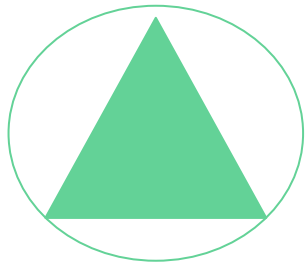
[The Twelve Traditions - Short Form p-28](#)

[The Twelve Traditions Illustrated p-43](#)

[The Twelve Traditions - Long Form SMF-187](#)

Bill W.’s essays on the Traditions can be found in the book, [Twelve Steps and Twelve Traditions](#)

In [Alcoholics Anonymous Comes of Age](#), Bill W. tells how A.A. started, how the Steps & Traditions evolved, and how the Fellowship grew and spread overseas.



# The 12 Concepts

*“The ‘Twelve Concepts of World Service’ reveal the evolution by which it [A.A.’s world service structure] has arrived in its present form, and they detail the present reasoning on which our operation stands today. These Concepts therefore aim to record the ‘why’ of our service structure in such a fashion that the highly valuable experience of the past, and the lessons we have drawn from that experience, can never be forgotten or lost.”*

*- from Bill W.’s Introduction to the first printing of “Twelve Concepts for World Service”*

*The Twelve Concepts - Short Form*

*The Twelve Concepts for World  
Service Illustrated p-8*

The text of the complete Concepts is  
printed in The A.A. Service  
Manual/Twelve Concepts for World  
Service (BM-31).

Following are a few positions you may find at the District level. Bear in mind that each District is autonomous.

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# The D.C.M.: Linchpin Between Group Reps and The Area Service Structure

The D.C.M.'s job is primarily that of two-way communication. The D.C.M.:

Regularly attends all District and Area meetings as well as area assemblies.

Receives reports from the groups through G.S.R.s and through frequent personal contacts with groups in the district.

Assists the delegate in obtaining group information in time to meet the deadline for A.A. directories.

Keeps G.S.R.s informed about Conference activities

Makes sure that G.S.R.s are acquainted with The A.A. Service Manual, the Twelve

Concepts for World Service, the G.S.O. bulletin Box 4-5-9, workbooks and

# DCM Responsibilities Continued

Votes according to District's Group Conscience on Area motions

Voices questions and/or concerns at Area meetings

Gives conference report if the delegate cannot be present, and inviting the delegate to regular district meetings.

Helps G.S.R.s make interesting reports to groups, and encourages them to bring new A.A. members to service events.

Keeps groups informed about Conference-approved books and pamphlets.

Organizes workshops and/or sharing sessions on service activities.

Regularly keeps in touch with the alternate D.C.M. and the delegate



# District Chair Person:

The primary responsibility of the Chairperson is to ensure the monthly business meeting is conducted efficiently

Chairs the monthly General Service Representative meeting in accordance with Roberts' Rules of Order, while keeping the meeting focus on AA's primary purpose of carrying the message to the still sick and suffering.

Prepares meeting agenda based on the previous month's minutes and the submission of new business proposals.

Schedules and chairs a monthly District Officers meeting which meets prior to the District meeting. (The District Officers meeting discusses and reviews operational issues affecting the business of the District, and reviews the upcoming agenda.)

Relies on AA's Traditions and Concepts to help resolve questions or conflicts, which may arise.

Works closely with other Officers and District Committee Members

Forms Ad Hoc committees to review special concerns as required.

# District Treasurer

Opens a non-interest bearing checking account requiring two signatures on all checks; submits and updates a signature card to authorise four signatures (Treasurer, Chairperson, Recording Secretary and another district officer)

Assists in the preparation and presentation of the annual budget. Prepares and distributes budget request forms.

Provides contribution envelopes for distribution to groups.

Maintains a record of and deposits moneys received

Maintains a record of and pays all authorized expenses.

Balances checkbook.

Prepares and distributes a monthly written report which includes the “to date” budget line-item balances.

Also is prepared for a semi-annual review of Records by the Finance Review Committee held prior to the June and December GSR meetings.

# District Registrar

When possible, attends Area sponsored events and District Service Seminars.

Mails monthly notices to District Officers and District Committee Members for the monthly officers meeting.

Handles all miscellaneous correspondences.

Forwards new meeting information and meeting/GSR changes and findings to the General Service Office.

Maintains a current listing of all the AA meetings and GSRs in the District.

Provides meeting changes and endings and new meeting information to the District Answering Service Chairperson.

Provides all changes of position, address and telephone numbers to the Area Recording and Corresponding Secretaries and District Officers

# District Recording Secretary

Records and transcribes minutes of the District meeting, paying particular attention to the wording of all motions, voting results and attendance.

Provides copies of the minutes (monthly), copies of the Group Donation Guidelines (quarterly), and copies of the District 1 Service Guidelines (yearly), to the District meeting.

Keeps an up-to-date mailing list of GSR's, DCMs and Alternates, Special Service Chairpersons and Representatives, District and Area Officers.

Takes roll call at the monthly district meeting.

Serves on the District Finance Review Committee.

Keeps a file of important materials and reports, as well as any helpful information to turn over to a newly elected Recording Secretary.

Must submit a budget to the Treasurer and attend the annual budget meeting.

Has one vote at Area Assemblies and District General Service Representative meeting.

# What do Special Service Committee Chairs do?

The Special Service Committees work in different ways with specific focuses on the same goal, to inform potential alcoholics about recovery through Alcoholics Anonymous.

The Chairs share the following responsibilities:

- Attending the monthly meeting with their committee.

- Reporting the work being done by their committee both in the District and Area wide.

- Brings suggestions from their District to the Area meeting.

- Present a budget to the District and work within it.

- Helping man table at Area and District events

# How do Special Service Committee Chairs work?

The work of the Committees is endless. How then do they know where to start?

- The first step is to understand the what your Committee does. This can be done by:
  - Reading the workbook if there is one.
  - Asking the Area chair for that Committee.
  - Asking the previous Chair.
- Create goals of your own.
- Ask others at your District what they would like to see.
- Build on the work done previously.

# Answering Service

“When anyone, anywhere, reaches out for help I want the hand of A.A. always to be there, and for that I am responsible.”

The District Answering Service Chair is the contact between the Groups and who actually answers the phone, either A.A. Members or a paid answering service.

The Chair is responsible for

Gathering 12th step volunteers

Forward requests to appropriate service committee

Reports to the district



# Website

The purpose of the Area 11 Connecticut General Service Committee, Inc. website is to carry the message of Alcoholics Anonymous by providing a resource on the Internet where information can be obtained about Alcoholics Anonymous in general and in relation to Area 11, Connecticut.

[Check out the Area 11 site!](#)





# Public Information - PI

Have you ever talked to someone who was not in A.A. about A.A.?

If so you have done PI work.

Public Information (P.I.) in Alcoholics Anonymous means carrying the message of recovery to the still-suffering alcoholic by informing the general public about the A.A. program. We carry the message by getting in touch with and responding to the media, schools, industry, and other organizations which can report on the nature and purpose of A.A. and what it can do for alcoholics.

# Cooperation with the Professional Community - CPC

Your service committee can bring the A.A. message to professionals and to students at professional schools in your community, helping them to understand how and why A.A. works. A.A. has always valued friends in all professional fields. These associations have been mutually beneficial and completely in keeping with the A.A. Traditions.

Members of C.P.C. committees inform professionals and future professionals about A.A.— what we are, where we are, **what we can do**, and **what we cannot do**. They attempt to establish better communication between A.A.s and professionals, and to find simple, effective ways of cooperating without affiliating.

Cooperating with nonalcoholic professionals is an effective way to carry the message to the sick alcoholic. Such people often meet the alcoholic in places where A.A. is not present. Through professionals, alcoholics may be reached who might otherwise never find the program, or they may be reached sooner with the help of informed non-A.A.s.

# Accessibilities - Special Needs, Languages, and Remote Communities

While there are no special A.A. members there are many members who have special needs. This would include those who may be hearing-, visually-, or speech-impaired, those who are homebound, chronically ill, those who use wheelchairs, walkers or crutches, and those who are developmentally disabled or who suffer from brain damage, stroke, etc. Whatever their disability or particular challenge to receiving the A.A. message may be, it is hoped that they would never be excluded from A.A. meetings, Twelve Step work or A.A. service.

Our Area has a variety of help for those impaired. All of our Area events have translation into spanish and Sign Language for those who need it.

We have Literature in languages other than english as well as in braille.

# Corrections and Treatment

Corrections work is an opportunity to carry the A.A. message to the confined alcoholic who wants to live sober, one day at a time behind bars.

An active corrections committee is a vital link to prisons and jails, providing professionals and other workers in correctional facilities with information about A.A., literature, and guidelines for setting up A.A. groups on the inside.

See the Corrections Workbook from AAWS for more information

A.A.s who carry the message into treatment facilities and outpatient settings continue to follow the path for sobriety laid out by A.A.'s co-founders. These A.A.s help alcoholics in treatment recover through the A.A. program and find happy, useful, sober lives.

The active Treatment Committee provides information about A.A., as well as literature and guidelines for setting up A.A. meetings in treatment facilities and outpatient settings.

See the Treatment Workbook from AAWS for more information

# Archives & Alki-line

## Archives

The purpose of the Archives Committee is to help preserve the experience, history, and historical memorabilia of the Fellowship throughout Area 11.

They accomplish this by collecting and preserving:

Flyers and Programs

Stories of Old Timers

And much more

## Alki-line

Want to see your story in print?

Want to learn about events in our Area?

Alki-line is our Areas bi-monthly newspaper written by our members for our members.

# Grapevine      Our meeting in print

A.A. Grapevine is the international journal of Alcoholics Anonymous. Written, edited, illustrated, and read by A.A. members and others interested in the A.A. program of recovery from alcoholism, the Grapevine is a lifeline linking one alcoholic to another. Widely known as a “meeting in print,” the A.A. Grapevine communicates the experience, strength, and hope of its contributors and reflects a broad geographic spectrum of current A.A. experience with recovery, unity, and service. Founded in 1944, the Grapevine does not receive group contributions, but is supported entirely through magazine subscription sales and additional income derived from the sale of related items.

Grapevine Representatives are the link between AA Grapevine and the groups. It's a fun way to get involved!

Let people know how they can participate by sending in stories, art work, or jokes

When asked bring Grapevine literature to Group, District and Area events.

# Area Event Reps

The Districts elect Reps to help plan, give a voice to, and report the progress of the Area sponsored events

CSCYPAA - Connecticut State Conference of Young People in A.A.

Area Convention -

Soberfest - This is an annual family fun weekend

Round-up -

Rompiendo Fronteras - This event is a one-day, completely bi-lingual sharing day. The goal is to unify the Area 11 Spanish and English speaking communities of Alcoholics Anonymous

# Regional Events

## Northeast Regional Forum - NERF

It is a weekend sharing and informational sessions designed to help the General Service Board, A.A. World Services, Inc., the Grapevine Corporate Board, the Grapevine Staff, and the General Service Office Staff stay in touch with A.A. members, trusted servants and newcomers to service throughout the A.A. service structure.

It takes place in a different area every other odd year

## North East Regional Alcoholics Anonymous Service Assembly - NERAASA

The purpose of NERAASA is for General Service Representatives (GSR's), District Committee Members (DCM's), Area Officers, Area Committee Members, District Committee Members, and Intergroup/Central Office Representatives of the Northeast Region to discuss General Service Conference related issues and concerns affecting A.A. as a whole, as well as pertinent aspects of recovery, unity and service common to the areas of the Northeast Region.