

DISTRICT 82
LITERATURE COMMITTEE CHAIRPERSON
JOB DESCRIPTION

GENERAL DESCRIPTION

The Literature Committee Chairperson is elected by the district committee to serve a two-year term and is a voting member of the district committee. In the absence of the Literature Committee Chairperson, the Alternate Literature Committee Chairperson is a voting member of the district committee.

COMMITTEE PURPOSE

The purpose of the District Literature Committee is to inform groups and district members, through displays and other suitable methods, of all available conference-approved literature, audiovisual material and other special items. Consider suggestions regarding proposed additions to and changes in conference-approved literature and audiovisual material. Encourage A.A. members to read and purchase A.A. conference approved literature.

POSITION QUALIFICATIONS

1. Stable sobriety
2. Previous service to the district suggested but not required
3. Commitment to serve the district committee as suggested by the position duties and responsibilities

DUTIES/RESPONSIBILITIES

1. Chair the Literature Committee monthly meetings
2. Attend district meetings
3. Submit written committee reports to the district secretary
4. Be available to the DCM, the district officers, the standing committee chairpersons, and all members of A.A. in the district as a resource for questions or issues concerning literature
5. Attend Area Literature Committee meetings and report back to the district committee
6. Visit groups within the district as often as possible and encourage participation from the individual members and groups
7. Participate in service workshops and give presentations when asked
8. Submit an annual district budget and attend budget meetings
9. Have a willingness to learn and apply the Twelve Traditions to the position
10. With the help of committee members, prepare an annual budget
11. Keep current on new and upcoming as well as revised literature and material from G.S.O.
12. Become familiar with the general contents of all literature, in order to provide information to inquirers
13. Consider suggestions regarding proposed additions to and changes in conference-approved literature and audiovisual materials