

CENTRAL OFFICE REPS ORIENTATION

Group Representation at Central Office:

Being a Central Office Rep (COR) brings you face-to-face with AA's overall activities. Remember everyone counts when it comes to carrying the message. Your commitment and *enthusiasm* will make a great difference in keeping folks informed.

The (COR) provides an essential service to the A.A. community, linking the individual group conscience with the Salt Lake Central Office of A.A. This vital communication is a two-way process. The COR presents to their home group and to Central Office the individual group needs to help the still suffering alcoholic, and taking back to the group the assistance and suggestions that comes from the interaction. Communication is the key to helping the still suffering alcoholic.

This meeting takes place during the regularly scheduled monthly meeting at 80 W 33 Louise Ave (2850 South) at 6:30 pm on the second Tuesday of each month. It is during these meetings that COR's share experience with other COR's and get updated on the activities of the various committees. (See attached).

What do Central Office Reps do?

The duties of the COR include, but are not limited to the following:

- Attend the monthly COR meeting. Attendance at the meetings is important so that each group has a voice in reviewing the activities of all the committees and approving actions. The meeting is also attended by officers and committee chairpersons. COR's or their alternates can make motions, second motions and vote. Each group has only one vote.
- Report the results of these meetings to your home groups to keep members informed about what is happening at Central Office. It is especially important to announce upcoming events and activities. Repetition is a good thing for the alcoholic.
- Informing Central Office staff of home group meeting times, places and days to keep the published meeting directory up-to-date. Meetings can be updated through email to the web servant at webservant@saltlakeaa.org.
- Urge home group members to participate with a committee. Volunteers are always needed to ensure the success of activities for the fellowship. (See attached).
- Encourage your home group to observe the 12 Traditions and hold business meetings as needed.

Know the Bylaws

Knowledge of the Central Office guidelines will make your job much easier and will answer many of the questions you may have. A copy of the guidelines is provided in this packet.

On Becoming a Central Office Rep:

Home groups elect their COR. The standard rotation for serving as a COR is one year. The COR should have a minimum of one year of sobriety. It is also helpful if the COR has done service work at the group level. However, these are only suggested guidelines. The group's conscience is the final authority. Any recovering alcoholic who wishes to enhance their sobriety and serve the fellowship is welcome. Handouts are provided at the Rep meetings. Be sure to take a supply of meeting schedules and Lifeline newsletters for members to take home with them.

Ask Questions!

All group members and respective CORs play a vital role in the success of Central Office carrying the message. This is an engaging opportunity, remember, we are not a glum lot!

Help Keep AA Self-Supporting

This is one of the hallmarks of AA. Your consistent reminders to group members to make contributions will help Central Office, District and General Service Office maintain their quality of service.