

A. ACTIVITIES CHAIR: The activities chairperson organizes and coordinates events and activities for the district committee. Traditionally, the district holds a workshop every year, based upon an AA topic. The topic of the workshop is selected by the district committee. The district also hosts 2 events per year. These activities usually include a speaker or panel of AA members.

QUALIFICATIONS:

- The activities chair should have the space to store activities tub with event supplies for the duration of their term.
- Suggested sobriety of 1 year

DUTIES:

- Select a date and reserve a location to hold the events. Coordinate rent payment with the treasurer.
- Plan the agenda and assist in obtaining participants for the workshops or speakers for the event
- Create an informative flier for the district event & distribute copies to the district committee
- Organize a committee for set-up and clean-up of the event, food & drinks (if necessary), and entertainment (if necessary). It may be necessary to ask for a suggested donation from event goers to pay for the cost of entertainment.
- Attend all district events and take an active role in coordinating the event.
- Attend all District 13 meetings and provide a written report of Archives activities to District Secretary.