



# **NORTH CAROLINA / BERMUDA AFG, INC. AREA WORLD SERVICE COMMITTEE**

## **Area Spanish Liaison**

The Area Spanish Liaison is appointed by the Area Chairperson to serve a three-year term.

The qualifications for this position are to have two years of Al-Anon experience and the expertise to speak and translate English to Spanish.

### **Area Spanish Liaison Duties**

- The Area Spanish Liaison is the initial Area contact for Spanish-language speakers seeking a meeting in this area. Expenses incurred in starting new Spanish-language meetings (one trip initially and a second trip after three months) will be reimbursed by the District where that meeting occurs.
- The Area Spanish Liaison provides 12th Step work with Spanish speakers and provides them information on Spanish-speaking meetings within the Area through the District Representative.
- The Area Spanish Liaison assists District Representatives with communication in Spanish-speaking groups as requested.
- The Area Spanish Liaison translates written communications from the Area or districts to the Spanish groups.
- The Area Spanish Liaison conducts workshops for the Spanish groups that includes information about the service structure, the importance of the links of service, attending District meetings and Assembly.
- The Area Spanish Liaison attends the North Carolina Alcoholics Anonymous Spanish Convention, usually held every Thanksgiving weekend North Carolina, with transportation, meals, and hotel expenses reimbursed through the Area Treasury.

### **Area World Service Committee (AWSC)**

- The Area Spanish Liaison is a member of AWSC with voice and vote.
- The Area Spanish Liaison provides a written report to the AWSC and emails it by the Wednesday before each AWSC meeting.
- The Area Spanish Liaison has access to a generic email account for AWSC communications.
- The Area Spanish Liaison regularly checks the Area generic email account or arranges to have these emails forwarded to a personal account.
- The Area Spanish Liaison prepares (in August or according to the Area Treasurer's schedule) a list of anticipated expenses for the upcoming budget year.
- The Area Spanish Liaison prepares a report for each AWSC meeting and e-mails it to the Area Secretary at least one (1) week prior to the meeting.

### **Area Assembly**

- The Area Spanish Liaison assists Spanish-speaking members in participating at Assembly by explaining the proceedings throughout the day.
- The Area Spanish Liaison has voice at the Area Assembly.
- The Area Spanish Liaison prepares a report for Area Assembly and e-mails it to the Area Secretary by one (1) week after the Assembly.
- The Area Spanish Liaison is reimbursed for expenses related to printing of a report,

- transportation, meals and hotel through the Area Treasury.
- The Area Spanish Liaison provides orientation for Spanish GRs at Assembly.

**World Service Office (WSO)**

- The Area Spanish Liaison reviews information posted on AFGConnects.
- The Area Spanish Liaison participates in conference calls.
- The Area Spanish Liaison communicates directly with WSO by sending e-mails to [wso@al-anon.org](mailto:wso@al-anon.org) and placing Associate Director Group Services – SPANISH in the subject line. The message will be forwarded to the correct individual.