

## **WA Area Alateen Committee**

### **Mission Statement:**

The committee will meet, correspond, organize and provide support for Alateen members, Al-Anon Members Involved in Alateen Service (AMIAS), groups and activities.

### **Vision Statement:**

The committee will support the Alateen Coordinator and Alateen Safety Coordinator to carry the message of Alateen and maintain safety for Alateen members and AMIASs.

### **Description:**

The WA Area Alateen Coordinator will chair the WA Area Alateen Committee. The Alateen and the Alateen Safety Coordinators have delegated some duties to the committee and will be available to assist the committee in the duties. The WA Area Alateen Coordinator will be accountable to report committee activities to the AWSC body. The ASTAR and WAAC Liaisons are part of the Alateen Committee but each event has its own planning committee. Each committee member assists WA Area Alateen Coordinator in reporting committee activities and may ask other members of the Area Alateen Committee for help if needed.

### **Alateen Chat**

- Schedules trainings for the AMIASs who wish to become Alateen Chat Sponsors
- Maintains Schedule for Alateen Chat Sponsors
- Periodically sends announcements reminding AWSC panel that Alateen Chat is an option

### **Outreach Public – Into the Community**

- Suggests Public Outreach projects (ex. Distributing Alateen posters to all WA State County Department of Social and Health Services) related to Alateen that will benefit the entire Area
- May work with District Outreach and/or Alateen Coordinators (or District Representatives) to respond to Alateen related questions from professionals that are forwarded from the Area Alateen Coordinator. Most inquiries are generated from the WA Area Website
- Maintain a list of Professionals who have reached out to the Area with Alateen related questions.

### **Outreach Fellowship – With Al-Anon and AA**

#### Monthly Newsletter Editor

- Will assist Area Alateen Coordinator in layout and publishing of the newsletter.
- Any member of the Alateen Committee may submit information to be placed in the newsletter.
- Responsible for maintaining on-going features such as “Meet an AMIAS” and “Calendar of Events”.

- Will submit to Area Alateen Coordinator by the 25<sup>th</sup> of the month. Alateen Coordinator will forward to all currently certified AMIASs and AWSC panel on the first of each month.

#### Speaker Coordinator

- Would maintain a list of Alateens available to speak at AA/Al-Anon or Alateen functions
- Contact Alateens and AMIASs when opportunities arise
- Send the Alateen speaker and chaperone all needed permission/travel/event forms in order to participate
- Gives the chaperone contact information so they can confirm participation

#### Participation at Assemblies and other Area Events

- Works with hosting districts to encourage Alateen participation with inclusion on registration forms and fliers. Confirms hosting district understands registration check in processes for Alateens and AMIASs.
- Confirms permission slips and event forms are available to all Alateens and AMIASs wishing to participate

#### Spanish Translation of AMIAS Materials

- Works on translation and maintains any edits of all WA Area Training Materials into Spanish
- Maintains a list of when edits were translated. Annually compares Spanish to English materials to confirm Spanish materials have been maintained
- Works with WA Area Treasurer when vendors are used for translation

#### Starting Alateen Meetings (Community and Institution)

- Responds to a district or group looking for guidance in starting an Alateen group
- Shares Experience, Strength and Hope of how to navigate public school systems and other institutions

#### Supporting Al-Anon Members in Alateen Service (AMIAS)

##### Support to Active Group Sponsors

- Posts a monthly topic on the [wa-amias@googlegroup.com](mailto:wa-amias@googlegroup.com)
- Answers immediate questions of Group Sponsors
- Schedule a twice a year webinar for Active Group Sponsors to discuss issues in the Alateen Group and share experience strength and hope
- Encourages participation at ASTAR; helps coordinate scholarships???

##### Support to District Alateen Coordinators

- Schedule twice a year webinars for District Alateen Coordinators to discuss issues in their district and share experience strength and hope
- Available by email to answer District Alateen Coordinator questions

#### AMIAS Trainer Coordinators

- Schedule twice a year webinars for AMIAS Trainers to discuss processes for training and to develop more training materials as needed
- Provides opportunities for AMIASs to become certified trainers

#### **Website Updates**

- Works with WA Area Website Coordinator
- Makes suggestions regarding Alateen content on the WA Area Website
- Submits any fliers or AMIAS material changes

Note: The Alateen Safety Coordinator may convene and chair an Alateen Safety Committee during their term. The Alateen Safety Coordinator may make recommendations to any part of the Alateen Committee and would serve as a resource to the committee if Alateen safety questions arise.