

**Trustee Résumé to the Board of Trustees,  
AI-Anon Family Group Headquarters, Inc.**

Please Type – Use This Side Only – No change in form/ No Attachments

Check one  Regional Trustee (RT)  RT Alternate  Trustee at Large (TAL)

Name: \_\_\_\_\_ Address (Street/PO Box):  
\_\_\_\_\_

\_\_\_\_\_ (Last) (First) (M.I)

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code:  
\_\_\_\_\_ Country: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_ E-mail:  
\_\_\_\_\_

Name & city of home group:  
\_\_\_\_\_

Area name: \_\_\_\_\_ Region: \_\_\_\_\_ Continuous years active in  
AI-Anon/Alateen: \_\_\_\_\_

1. List your AI-Anon/Alateen service experience beyond the group level: (list most recent to past)

Position	Dates (from - to):	Position
	Dates (from – to)	

2. Describe your personal history including leadership experience, specialized education, training, work, and non-AI-Anon volunteer skills as they pertain to this position (list most recent to past).

3. What is your vision for AI-Anon Family Group Headquarters, Inc.?

4. Describe how your leadership skills and talents would make you a positive asset on the Board of Trustees.

5. Choose and share your thinking/understanding of any one of the Concepts of Service.

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\_\_\_\_\_  
Signature  
Submitted

Date

## **TRUSTEE RÉSUMÉ**

### GENERAL INSTRUCTIONS

- Résumé is due at the World Service Office (WSO) postmarked no later than August 15 for Trustee at Large and December 31 for Regional Trustee.

### BACKGROUND INFORMATION

The Board of Trustees acts as custodian of the Traditions and guarantor of prudent management of AI-Anon's World Services with authority under law, to manage AI-Anon business. The Board is responsible for the World Service Office which consists of WSO committees, an Executive Committee, and paid staff. (Refer to Concept Six) "While our objectives are spiritual, these aims can be achieved only by means of an effective business operation... our trustees must function like directors... they must

have ample authority to manage and conduct Al-Anon committee and business meetings.” More detailed information can be found in the Bylaws of Al-Anon Family Group Headquarters, Inc., Al-Anon’s Twelve Concepts of Service, and sections of the Al-Anon/Alateen Service Manual.

### GENERAL INFORMATION

- A candidate must currently be an active Al-Anon member with at least ten (10) years continuous membership in Al-Anon/Alateen.
- A Trustee at Large (TAL) can live anywhere within the World Service Conference (WSC) structure. A Regional Trustee (RT) must live within the Region of the election.
- Delegates to the WSC are not eligible as a candidate for Trustee until two (2) World Service Conferences have elapsed after their terms end.
- Any Al-Anon member who is also a member of AA is not eligible to serve.

### MEETING INFORMATION

- The Board of Trustees meets quarterly: January, April, July, and October.
- Trustees need to be available for meetings monthly or quarterly from 28 – 60 days a year. Actual time depends on assignments and specific positions on the Board.
- Trustees need to be available to WSO for consultation and to attend special meetings of the Board of Trustees that are called on short notice.
- Assignments require work between Board meetings by phone, e-mail, alone, or on a team.

### SKILLS or EXPERIENCE

- Relevant background experience in business, education, finance, law, technology, media, or Al-Anon service experience beyond the group level is required and includes: District Representative; Area Delegate; Area Assembly Officer or Coordinator; or Al-Anon Information Service Liaison to Area World Service Committee.
- A thorough understanding of the Twelve Traditions, Twelve Concepts of Service, and Al-Anon policies.
- The ability and willingness to make difficult decisions, participate in group processes, originate ideas and policies for improving the business operation and the fellowship as a whole is necessary.  
(Concept Nine)
- The ability to accept criticism and take yourself less seriously is a priority.
- Speaking to large groups is inevitable.
- Possess basic computer skills and access to e-mail (with attachments) is a necessity.

### MISCELLANEOUS

- Trustees are to relinquish all Al-Anon activities beyond the group level during their term.
- Consider your health and stamina as workdays are often long and require the ability to sit for extended periods. You are expected to manage your own luggage.
- Be willing to share hotel rooms with another Trustee or staff member.

THANK YOU FOR YOUR INTEREST.

Revised 1/06