

## **SPANISH CHAIRPERSON**

Acts as a conduit between District 7 and Spanish-speaking members, forming bilingual (English/Spanish) committees to assist when necessary. Facilitates start-up of Spanish-speaking and/or bilingual groups. Encourages and offers assistance to Spanish-speaking members and/or bilingual groups.

### **Duties:**

- Compiles and maintains a list of bilingual (English/Spanish) Al-Anon members in District 7 to assist in translation at District events and functions
- Interacts with the Area 9 Spanish Coordinator
- Encourages Hispanic members to participate at District events and functions
- Investigates the use of translation equipment at District events and functions; and presents this information to District 7 for budget/purchase (or lease) consideration:
  - Ensures translation equipment purchased by District 7 is used only for District events or at AA events with Al-Anon participation; and
  - Responsible for maintenance of translation equipment, ensuring it is kept in good working order and that batteries are available.
- Facilitates translation of District business meeting minutes, newsletters, website information and other District information and correspondence to be translated when necessary
- Schedules interpreters for District meetings and events as needed

### **Service Responsibilities:**

- Attend Al-Anon Information Service (AIS) and District Meetings
- Provide written report to Al-Anon Information Service Liaison (AISL) prior to AIS Chairperson Meetings and share results
- Enlighten members of service opportunities

### **Tools Recommended:**

- Current Al-Anon/Alateen Service Manual
- Service Sponsor
- For this service position, also refer to Al-Anon Guidelines and Area 9 Guidelines.

### **Tips:**

- Create flyers for distribution to Group Members to communicate needs and information to groups
- Meet periodically with committee members to review needs and provide encouragement
- Communicate needs and information to groups via the District website and AL-ANEWS

### **Who is Eligible:**

- Any Al-Anon member who speaks both English and Spanish and is willing to serve, who has not previously served a full three-year term in this capacity, and is not also a member of Alcoholics Anonymous
- An Al-Anon member actively attending Al-Anon meetings
- Before you stand, affirm your willingness and understanding of the responsibilities of this service position.