

Trustee Résumé
The Board of Trustees
Al-Anon Family Group Headquarters Inc.

Board Vision Statement: *All people affected by someone else's drinking will find help and recovery in every community.*

Board Mission Statement: *Anticipate the future and Al-Anon's place in it and ensure that the necessary resources are available.*

Delegates to the World Service Conference are not eligible to be candidates for Trustee until two (2) World Service Conferences have elapsed after their term as Delegate ends.

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 their election, and the résumé form is submitted through the applicant's Area selection procedure.

If chosen to serve as a Trustee, I agree to abide by the following:

- I understand that serving as a Trustee requires more than just a “willingness to serve.”
- I am an active member of Al-Anon Family Groups, with at least ten (10) years of continuous membership, and I will continue attending Al-Anon meetings.
- I am not a member of Alcoholics Anonymous (A.A.).
- I must relinquish all Al-Anon service positions beyond the group level during the term of service.
- I will be required to become an Al-Anon Member Involved in Alateen Service (AMIAS).
- I will be required to attend Trustee meetings on a quarterly (i.e., January, April, July, and October) or even on a monthly basis. These meetings may range from 28-to-60 days a year, depending on assignments.
- I can be available to the WSO for consultation and on short notice to attend special meetings of the Board of Trustees.
- I will be required to manage my own luggage, and to share a room with another Trustee.
- I am able to speak and write proficiently in the English language.
- I am in good health, and can sit for long periods of time.
- I can devote sufficient time to complete all assignments on Task Forces, Committees, and Work Group projects in a timely manner. I understand these assignments require a computer and will require work between Board meetings, by phone or e-mail, individually, or on a team.
- I will be asked to speak to large groups, both inside and outside of Al-Anon Family Groups.
- I may be asked to travel anywhere in the world on behalf of Al-Anon Family Groups.
- I understand the Board Vision and Mission statements, and will support the Board's group conscience decisions, regardless of my personal opinions.

Please use an electronic version of this form (available from your Area Delegate or the World Service Office). Open and complete the form using Adobe Reader®. Do not alter the form or add attachments. Print and sign the completed form. Résumés are due at the WSO by August 15.

Trustee Résumé Al-Anon Family Group Headquarters Inc.

Mark one box with an X:

Regional Trustee (RT)

Trustee at Large (TAL)

| | | |
|--|-------------------------|--|
| Name (Last, First, Middle Initial): | | |
| Mailing Address: | | |
| Primary Phone: | Secondary Phone: | e-mail: |
| Home Group (Name and City): | | |
| Area: | Region: | Continuous years active in Al-Anon/Alateen: |

List your Al-Anon/Alateen service positions beyond the group level. Example: District Representative, District Coordinator, Area Officer, Area Coordinator, WSO At-Large Member, etc. List most recent first.

| Position | Dates (from ... to) | Position | Dates (from ... to) |
|----------|---------------------|----------|---------------------|
| 1. | | 7. | |
| 2. | | 8. | |
| 3. | | 9. | |
| 4. | | 10. | |
| 5. | | 11. | |
| 6. | | 12. | |

| What skills and knowledge will you bring to the Board? Please mark with an "X" your experience in the following (leave blank, if you have no experience in an area): | Highly Skilled | Working Knowledge |
|--|----------------|-------------------|
| Leadership: organizing events and facilitating meetings | | |
| Strategic planning | | |
| Personal communication: (rate each) | | |
| • Writing | | |
| • Speaking | | |
| Electronic communication: (rate each) | | |
| • Using e-mail with attachments | | |
| • Accessing and navigating Web sites | | |
| Proficiency with basic computer programs: (rate each) | | |
| • Word | | |
| • PowerPoint | | |
| • Excel | | |
| Critical thinking and analysis | | |
| Finance/Accounting: read/understand financial reports | | |
| Public Speaking/Marketing | | |
| Media Relations/Journalism | | |
| Law, legislative, or legal experience | | |
| Education/teaching experience | | |
| Healthcare: medical/treatment/counselling | | |
| Work with ethnic groups or other cultures | | |
| Proficiency in languages other than English: _____ | | |
| Non-profit board experience | | |
| Volunteering in the community | | |
| Professional, technological, or personal skills not listed above (please specify): | | |

Please provide background relating to the most important skills you would bring to the Board:

Getting to Know You

Please respond to each of the items below.

1. What has motivated you to consider the position of Trustee?

2. Give an example of your leadership skills in addressing a problem in your Area, work, or volunteer experience.

3. Identify one change in Al-Anon Family Groups, and explain how you were able to support and adapt to the change with the help of a particular Tradition or Concept.

4. What have you learned about yourself when working with others in service?

5. How do you plan to apply the spiritual principles of the Al-Anon program in the role of Trustee?

Attestation: This résumé is a true and accurate representation of my experience and skills.

Signature

Date Submitted