

**POSITION STATEMENTS FOR AREA COMMITTEE MEMBER POSITION HELD
FOR A PERIOD OF THREE YEARS**

PI COORDINATOR

Objective – to carry the message of hope in Al-Anon to the general Community

Arrange an annual public information meeting. Set the date, venue, arrange for the speakers from Al-Anon and the format. Invite members of the community – doctors, nurses, police, minister of religion, professionals who have contacted the Al-Anon Office

Arrange for speakers for radio programmes periodically - a number of contacts have been made in this regard – eg Peter Goers on ABC, Contact the programme producers and offer speakers.

Act as the liaison point for Al-Anon when outside organisations ask for speakers from Al-Anon especially in Drug & Alcohol Week

Arrange for the TV spots and radio spots provided by AGSO to be put to air in SA

Encourage District Reps to encourage Groups to participate in PI activities in their Districts – placing ads in the Messenger Press newspapers (a set wording is provided), place posters on community noticeboards etc. Where possible attend a District meeting to promote the free literature available for Groups to distribute. Arrange for the SA Area piece of PI material (currently a poster) to be reviewed periodically and if necessary arrange for a new piece to be developed.

Read newspapers and where articles on Alcoholism appear contact the newspapers to present the Al-Anon view. Encourage all members in this as well. Also if there is anything on TV relating to Al-Anon and respond with the Al-Anon message and encourage members to do likewise.

Prepare a report for each Area meeting detailing activities during the period, successes, problems and help needed. Prepare an annual report of activities for the Delegate to include in the report for the Service Conference. Provide AGSO PI Coordinator with a report of activities. Receive information on national PI activities from the AGSO Executive Committee Minutes and separate PI reports and implement any suggestions they have for PI.

Work with the SA Area Committee on any projects with a PI component.

Organise all files generated each year and store as PI 20xx on a usb. At the start of each year transfer a copy of the previous years' files to the Office Computer for storage.

February 2016