



Anchorage Alaska Intergroup
Effective Date: 09, 2015

AAI Policy #: Undetermined
Adopted: 02, 2014
Revised: 09, 2015

Committee Chairs Orientation

Purpose:

The purpose of explaining the process of providing orientation for newly elected committee chairs.

Additional Authority:

None

Scope:

Anchorage Alaska Intergroup Committee Chairs

Responsible Party:

Vice-Chair

POLICY

An orientation meeting shall be held annually for Committee Chairs. This meeting shall serve to introduce newly elected Committee Chairs to general procedures of being a Committee Chair. At this meeting, all necessary forms, etc. shall be provided. The Vice-Chair shall arrange and preside at this meeting, scheduling and coordinating to include past committee chairs' participation.

PROCEDURE

The Orientation Meeting shall be scheduled to be held after the annual election, but prior to new Committee Chairpersons taking office. The Vice Chair shall arrange an optimally convenient time for all Committee Chairs and the incoming Vice Chair (if applicable).