

November 2026 Elections

OPEN POSITION DESCRIPTIONS (from Plan of Operations 2025)

Chairperson

The Chairperson is elected from the group at large with a suggestion of at least five years sobriety. The Chairperson is a signer on all group bank accounts and has passwords to the group's website and online accounts. The Chairperson does not vote except in case of a tie. The duties of the Chairperson are to:

- Call regular Business Meetings as is deemed necessary
- Set the agenda for each Business Meeting and coordinate with the Secretary to ensure the agenda is posted on the bulletin board and on Unity's website one week prior
- Preside over the Business Meetings, announce whether there is a quorum of Trusted Servants for voting to take place, and ensure the meeting progresses in an orderly fashion
- Act as a liaison between Unity AA and the landlord
- Hold a key to the building, ensuring that regularly scheduled meetings occur on days when the church is not staffed and the building is otherwise closed

General Service Representative (GSR)

The General Service Representative (GSR) is elected from the group at large with the suggestion of at least two years sobriety. The GSR serves as Unity AA's link to Alcoholics Anonymous as a whole, becoming a channel through which news, information, opinions and ideas can flow back and forth. The duties of GSR are to:

- Attend monthly District 6 meetings and quarterly Area 39 Assemblies, providing reports on the group's events, 12th step work, issues, and solutions
- Solicit suggestions from other groups at District meetings and Area Assemblies on any issues Unity AA may be having and bring them back to the group
- Vote for the District 6 and the Area 39 Trusted Servants
- Express the group's voice by voting on how best to use Seventh Tradition contributions to carry out Twelfth Step services at the District and Area levels
- Provide a report at each Business Meeting on service opportunities and events within the District and Area
- Keep the Alternate GSR informed and involved with all the latest information for the group
- Preside over the group Business Meeting if the Chairperson is absent
- Arrange for a Group Inventory every three years (refer to the pamphlet P-16, "The AA Group," for more information)
- Ensure Unity AA's meeting times and topics are aligned on the Meeting Guide App, Central Office, District 6, and Area 39 websites

Alternate GSR

The Alternate GSR is elected from the group at large with the suggestion of at least six months sobriety. The duties of the Alternate GSR are to:

- Serve as a substitute at District and Area meetings when the GSR cannot be there
- Hold voting rights at District and Area in the event the GSR is absent
- Share the responsibilities of the GSR
- The Service Manual suggests that, following their term, the Alternate GSR stands for the position of GSR in the subsequent rotation, but this is not a requirement.

Treatment and Corrections Representative

The Treatment and Corrections (T&C) Representative is elected from the group at large with the suggestion of at least one year sobriety. The duties of the T&C Representative are to:

- Coordinate Unity AA members to carry the message to suffering alcoholics in local treatment centers, correctional facilities, and other organizations
- Check-in with program managers as needed
- Educate and recruit Unity AA members to participate in the Bridge the Gap/Temporary Contact program (see pamphlet P-49 “Bridging the Gap” for more info)
- Provide a report at each Business Meeting about the group’s T&C commitments and relevant information from District 6 and Area 39

Central Office Delegate

The Central Office Delegate is elected from the group at large with the suggestion of at least one year sobriety. The duties of the Central Office Delegate are to:

- Represent the group at Central Office monthly meetings
- Involve Unity AA members in service opportunities at Central Office, such as carrying the Central Office phone one month a year
- Post flyers and up to date information about upcoming AA-related events in the metro area
- Provide a report at each Business Meeting about Central Office operations and service opportunities

Grapevine Representative

The Grapevine Representative is elected from the group at large with the suggestion of at least three months sobriety. The duties of the Grapevine Representative are to:

- Ensure that Unity AA members are aware of how they can subscribe to and submit stories to the AA Grapevine
- Maintain the group’s Grapevine subscription and library
- Encourage the use of the Grapevine in meetings
- Provide a report at each Business Meeting about relevant Grapevine news and new books printed through Grapevine

Accessibility Coordinator

The Accessibility Coordinator is elected from the group at large with the suggestion of at least three months sobriety. The duties of the Accessibility Coordinator are to:

- Respond to issues of accessibility as they arise by utilizing the GSO “AA Guidelines on Accessibility for All Alcoholics” (MG-16) and/or appropriate resources at the District and Area, upholding Unity AA’s adherence to the third tradition
- Coordinate with Central Office and the Literature Chairperson to make AA material available
- Provide a report at each Business Meeting on accessibility issues for Unity AA group members

Event Coordinator

The Event Coordinator is elected from the group at large with the suggestion of at least three months sobriety and serves for one year. The duties of the Event Coordinator are to:

- Delegate responsibilities for organizing the group’s social events, including picnics and alcathons
- Encourage participation from multiple people so that the workload doesn’t all fall on one person
- Support the event organizers leading up to the events
- Develop a request for 7th Tradition funds to present at a Business Meeting before an event takes place, with the most recent Treasurer’s report in mind
- Provide a report at the following Business Meetings, summarizing the event
- (Note - the Event Coordinator is not required to be at each event, but needs to be available during the planning process.)