



AL-ANON FAMILY GROUPS -TENNESSEE AREA 52

CONVENTION COORDINATOR

In-Process: 08/31/2025

DUTIES

- A. Is familiar with Basic Skills and Knowledge Requirements of All Area Officers and Coordinators.
- B. Follows the World Service Guideline G-7 Al-Anon Participation in an AA Convention and G-20 Al-Anon Area Conventions.
- C. Follows the Tennessee Area Convention Guidelines.
- D. Serves as the link between the groups, Districts and Area regarding the Area convention information throughout the term.
- E. Serves as an advisor to each Convention Committee.
- F. Ensures that each Convention Chairperson has access to all Area Convention Guidelines, including service position descriptions, reports and forms.
- G. Will not serve on any Convention Sub-Committee during their panel as Coordinator
- H. Serves as the delegated voice who speaks at Area meetings on behalf of the local Convention Chairperson and Committee members.
- I. Sends Area requests via the current Area communications platform.
- J. Is available to answer questions or refer people to the appropriate source for information.
- K. Communicates regularly with the current and upcoming local Convention Chairpersons, offering experience, strength and hope.
- L. Has been a Convention Chairperson, Convention Co-Chairperson or active Convention Committee member-
- M. Is able to attend convention committee meetings.
- N. Has enthusiasm for conventions.