

FREQUENTLY ASKED QUESTIONS [FAQs]

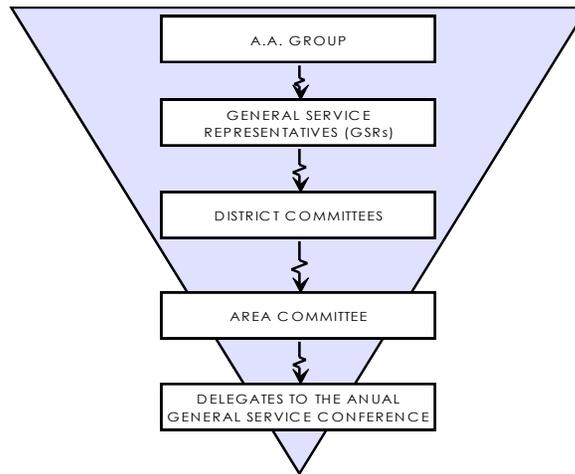
- 1) What is my job? What am I supposed to do in the meeting, with the information from the meeting? How do I present it to my group? When do I present it to my group?
- 2) How do I participate in the meeting? How do I ask questions without irritating everyone with being ignorant of the process? When do I get to share what is going on in my group and get experienced suggestions on how to solve it?
- 3) How long do I have to do this? When do I vote, how do I vote, How do I get to express my opinion or ignorance

Alcoholics Anonymous General Service Structure

The General Service Structure of AA is the link of communication between AA groups and the General Service Office (GSO) in New York. [See the diagram on the below].

The Groups are in charge of A.A. Groups elect GSRs (General Service Reps) who make up the District Committee meetings. District Committee members attend the Oregon Area Assembly which is held quarterly. The Delegates meet annually to carry the message from and to the Groups.

At both the District and Area levels the following committees operate: Archives, Accessibility, Cooperation with Professional Community (CPC), Corrections,



**EVERYTHING
YOU MIGHT
WANT TO
KNOW ABOUT
INTERGROUP***

**THIS IS YOUR
WILLAMETTE
VALLEY
INTERGROUP**

*** BUT WERE
NOT SURE
WHO OR WHAT
TO ASK!**

WHY AN INTERGROUP?

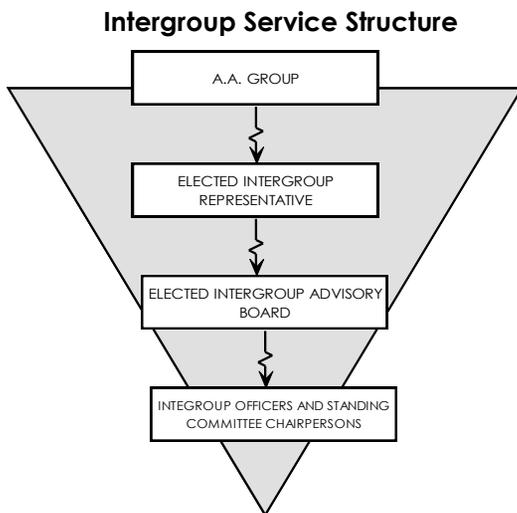
Intergroups or Central Offices are created to provide a variety of services which are not practical for an individual AA group to provide. The most important of these services are the telephone and the meeting list. There are other services as well.

Intergroups are not a part of the General Service Structure. This organizational arrangement might imply they aren't a part of AA. **Not true.**

Unlike Alano clubs, Intergroups are part of A.A. They are assigned group numbers and may and do donate to the General Service Office.

The Willamette Valley Intergroup (WVI) serves all the groups in both Marion and Polk Counties. There are approximately sixty groups that generate over **xxx number of meetings** a week at last count!

Intergroup, like AA as a whole, is structured as an inverted pyramid.



While fulfilling separate functions, Districts and Intergroups work closely in the spirit of unity for the purpose of carrying the message to the Still Suffering Alcoholic, whether inside or outside the rooms of A.A.

How does an Intergroup function?

The group is served by an elected Intergroup Representative (IGR). These Reps collectively form a new Group, called the Intergroup Committee, each voicing their group's conscience and operating within the Traditions and Concepts of Service.

The Reps guide the elected Advisory Board Officers (Chairperson, Vice Chairperson, Treasurer, Secretary, Office Manager and three other IGRs). The job description of the Advisory Board is defined in the Bylaws.

The Committee oversees several Standing Committees and the Central Office operation, with its paid and volunteer staff.

From the top down, it's the group conscience at each level making decisions.

For more information, look over these pamphlets ~ The AA Group, Circles of Love and Service and the AA Service Manual available at, you guessed it, the Central Office!

One area of possible confusion is this: Intergroup is a business like the General Service Office in New York, only a lot smaller. It is a 501(c)3 non-profit corporation registered with the State of Oregon. It is incorporated because WVI has a paid employee, the Office Manager.

As a business, Willamette Valley Intergroup Central Office is governed not only by the applicable laws of the land, but by the Traditions and Concepts of Alcoholics Anonymous.

It is funded by group donations, book and material sales, and other sources.

Of all the services provided by Intergroup, answering the phone is surely one of the most important. The Central Office receives approximately **xxxx** calls a year ~ to arrange for the still-suffering alcoholic to receive a 12-Step call, to provide directions to a meeting, or to answer general questions about AA. Once the Office closes the Hotline Volunteers answer that same phone number from the comfort of their home or on the go with their cell phones, allowing us to claim having a 24-hour Telephone Service.

How does a Central Office function?

The Central Office is a "Place", whereas Intergroup is composed of "People".

The office is the day-time home of the Telephone Volunteers. It is also the place to obtain A.A. Conference Approved Literature (CAL) as well as other merchandise desired by members of the Fellowship.

It is a place for Fellowship. If you need to talk to someone, drop in and have a cup of coffee. This would also be a great opportunity to learn more about the Fellowship in Marion and Polk Counties.



The **Office Manager** is an unsung hero of the Fellowship. He or she is responsible for operation of the Office, for recruiting, training and scheduling office volunteers, for communicating with the Facility Owner, for scheduling the use of the meeting room, for ordering, stocking and display of all the many items of books and merchandise. He or she also has to be able to act as Treasurer and manage the cash flow through the office. He or she also is required to assist members, officers and standing committee heads in the performance of their duties, and read and respond to all emails addressed to the office. And last but not least report on the well-being of the Place to the People, the Intergroup Committee at the monthly meeting.

SUMMARY

In summary, Intergroup and the Central Office is a business, and **THE** business is Service to the Groups and Members of Alcoholics Anonymous in Marion and Polk Counties. Willamette Valley Intergroup and the Central Office act like a hub on a wheel, connecting Alcoholics Anonymous groups in a centralized way.