



ALCOHOLICS ANONYMOUS
Area B Eastern Region

Area B Registrar

The Area B Registrar's role is to develop and maintain records of all Groups within Area B. The records include Group Information such as accurate Group Names (Not nick names), meeting locations and times and GSR or Group Secretary or contact person for the Group. The Registrar is also responsible for names, e-mail addresses phone numbers of the GSR or Group Secretary or contact persons for Groups as well as any District Committee Members, District Officers, Area Officers and other Area Committee members. In addition, the role maintains the Area B, Area B Committee and B-line Google Groups. They must have a willingness to become organised and grow in computer literacy if required. This doesn't mean you need to be as competent as a professional but very basic Word and Excel spreadsheets skills as well as being able to use emails is a necessity.

The Registrar's role is important because it allows Area B's Committee to know how many Groups are in our Area, how many meetings are in our Area, how many members are in our Area (Allowing for observation of trends in decline and/or growth with some degree of accuracy).

The most important aspect of the Registrar's role is keeping the communication records accurate and up to date because Area B's communications with the Groups is of utmost importance to the Fellowship of Area B's service structure stability and health. The Area B Registrar is a two year service position and is a voting office.