

**REQUIREMENTS FOR AL-ANON MEMBERS INVOLVED IN
ALATEEN SERVICE**

These guidelines are presented in addition to the following WSO Guidelines:

- Al-Anon Alateen Service Manual
- WSO electronic Alateen manual found on the WSO members website at <http://www.al-anon.alateen.org/members/alateen/alateen-service-e-manual>
- Area Alateen Coordinator or Area World Service Committee

**WHO WILL AREA 56 RECOGNIZE AS AN AL-ANON MEMBER INVOLVED IN
ALATEEN SERVICE?**

A recognized Al-Anon Member Involved in Alateen Service (AMIAS) is a responsible adult member of Al-Anon who attends an Al-Anon home group regularly and who shares his or her recovery experience gained through working the Twelve Steps, Twelve Traditions and Twelve Concepts. He or she helps the Alateens to focus on the Al-Anon program and meets the requirements listed below.

**REQUIREMENTS FOR AL-ANON MEMBERS INVOLVED IN ALATEEN
SERVICE:**

- a) Minimum age of 24
- b) Currently attending Al-Anon meetings and active Al-Anon member for at least two years.
- c) Participating member of an Al-Anon Home group.
- d) Not have been convicted of a felony, and not have been charged with child abuse or any other inappropriate sexual behavior and does not demonstrate emotional problems which could result in harm to Alateen members.
- e) Complete the Al-Anon Member Involved in Alateen Service Re-certification form annually.
- f) Complete a Vermont Crime Information Center (VCIC) background check every two years.

PROCESS:

1. Contact VT Area Alateen Coordinator.
2. Fill out and sign Al-Anon Member Involved in Alateen Service Application (ALT 1 AMIAS Application).
3. Attend one Area workshop for Al-Anon Members Involved in Alateen Service prior to becoming an Al-Anon Member Involved in Alateen Service and for

- recertification attend two (2) AMIAS workshops annually (between June 1st and May 31st).
4. Attend an Alateen meeting with an Al-Anon Member Involved in Alateen Service if possible.
 5. Complete a VCIC background check and submit the results to the Area Alateen Coordinator.
 6. Be recognized by Area Alateen Coordinator as an approved Al-Anon Member Involved in Alateen Service.
 7. Area Alateen Process Person submits approved applicant information to WSO.

ROLE OF AMIAS:

RESPONSIBILITIES OF VT AL-ANON MEMBERS INVOLVED IN ALATEEN SERVICE:

1. Attend Al-Anon meetings regularly and be an active participant in an Al-Anon home group.
2. Provide a core of stability for the Alateen group.
3. Make sure your Alateen group is registered and update registration information annually.
4. Have a working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts.
5. Become familiar with Al-Anon/Alateen Service Manual, Alateen Service Tools, and all Al-Anon guidelines pertaining to Alateen.
6. Participate in Al-Anon member involved in Alateen service workshops.
7. Know how to contact your District Representative, Alateen Coordinator and Alateen Process Person.
8. Know Area Al-Anon Member Involved in Alateen Service requirements and Alateen Meeting Behavior Guidelines.
9. Attend your Alateen meeting each week or arrange for a qualified substitute if you can't be there. If two Al-Anon Members Involved in Alateen Service are not available, Alateens cannot meet on their own, however Alateens are always welcome at any Al-Anon meeting.
10. Provide a safe meeting place.
11. Guide the Alateens towards working the Twelve Steps for personal recovery. Assist the Alateens in planning meeting topics according to the suggested meeting ideas in the Service Manual.
12. Help the Alateen members take responsibility for the affairs of the group and implement the Twelve Traditions and the Twelve Concepts of Service.
13. Encourage the participation of Al-Anon members to enrich the Alateen program by sharing their experience, strength and hope.
14. Encourage participation of Alateen members in District and Area Al-Anon/Alateen functions.
15. Regularly communicate with the sponsoring Al-Anon group for support.

ANNUAL RE-CERTIFICATION PROCESS:

No later than June 1st, AMIAS will complete the re-certification form (ALT 2 AMIAS Recertification) for the Alateen Coordinator. The form will be presented to the District Representative for signature and kept on file by the Process Person who verifies active status with the WSO. The form states that each Al-Anon Member Involved in Alateen Service has met the Area's Safety and Behavioral Requirements (ALT B Behavior Guidelines) and agrees to abide by them.

REMOVAL of Al-Anon Members Involved in Alateen Service:

- Alateens or Al-Anon members may go to any District Representative or Area World Service Committee members with any concern regarding a group AMIAS.
- District Representatives/Area World Service Committee members will endeavor to resolve disputes and misunderstandings by applying Al-Anon/Alateen Traditions and Concepts of Service and take appropriate action consistent with the principles of the Al-Anon program and any requirements of Vermont State law.

WHO CAN ATTEND ALATEEN MEETINGS?

- It is suggested that parents do not sponsor the Alateen meeting their child is attending.
- Potential Al-Anon Member Involved in Alateen Service may attend an Alateen meeting with permission from its members and sponsors.
- Al-Anon Member Involved in Alateen Service of other groups may attend an Alateen meeting with permission from its members and sponsors.
- District Representative may attend any Alateen meeting within their district with permission from its members and Al-Anon Member Involved in Alateen Service.
- Area Alateen Coordinator(s) may attend any Alateen meeting with permission from its members and Al-Anon Member Involved in Alateen Service.