

**OHIO AL-A- NOTES**

**ISSUE 2**

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**AFG OF OHIO**

**WWW.OHIOAL-ANON.ORG**

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**The following is from our Literature Coordinator, Ann F.**

**I have been your Literature Coordinator for the past year and a half. I would say to anyone who is interested in running for this position, the following:**

**Requirements for this position are a love for our CAL ( Conference Approved Literature), access to the internet and a love of reading. The job is to review WSO communications and to be able to summarize them into a form that can be communicated to the Area.so it then can be passed on to the Districts and the Groups.**

**As with each service position I have held, I genuinely enjoy the blessings I receive by being part of this fellowship and widening the circle of those whom I come into contact. Thank you for allowing me to serve!**

**Forum Job Description – Allison G**

**The position of Area Forum Coordinator is a good step into service at the Area level. It is fun, simple and gives access to “behind-the-scenes” aspects of AFG. Learning more about the fellowship through service helped me to better understand the program as well as to understand my place in it. Service at the Area level gave me the opportunity to work with members from all over the area, as well as to create new friendships and deepen established ones. I particularly enjoyed attending the AWSC and Assembly meetings as that is how I got to see service in action and to practice these principles in all my affairs. This position takes as much time as you choose to give to it. It does not require a commitment to a certain number of hours per week or month, just a willingness to consider action ideas, an openness to opportunities to increase readership and an interest in encouraging members to write and submit sharing’s.**

**For more information on this position, you can refer to G-32.**

## **GREETINGS FROM YOUR DELEGATE- Theresa M.**

**A couple of “business” items:**

- **The Al-Anon Family Groups mobile app was launched on 08/13//2020, and the first meeting was held 08/14/2020. You can find the information on the app on the members resources page- <https://al-anon.org/formembers/members-resources/mobile-app/mobile-app-guide/>. It is “progress not perfection” and more will be revealed as glitches continue to be worked out.**
- **I have been sent the contributions from groups for the first half of 2020. THANK YOU for your contributions. The August 2020 quarterly appeal has been mailed to your group CMA. While there has been a generous response to the special appeal, contributions and literature sales remain below budget. Please consider what you and your groups can give in gratitude for the service we receive from World Service.**
- **I have sent a request to WSO to have a speaker during our October Assembly. (This has been approved by WSO and we will have a Saturday night speaker ( lead) from WSO.) District Reps can also invite a WSO Staff or Volunteer to speak and or present at a District virtual event. The electronic request form is on AFG Connects “Community Home” page for District Reps under Resources and is entitled “WSO Staff and Volunteer Request Form”.**

**On a personal note:**

- **I continue to gain “an even deeper understanding” of myself and of our three Legacies as I have been given the opportunity to serve as your Delegate this panel. There really is “joy in Service” that comes from the unconditional love that I have experienced from attending and working with other Delegates, WSO staff and volunteers. It takes a lot of computer, phone and text time but the knowledge I have gained of how our program works for world Al-Anon and how important each of us are in discovering how to live happy and productive lives has been and is priceless. I encourage all members to think about how they practice our Third Legacy of Service and refer you to the beginning paragraph on the**

**Twelve Concepts of Service, page 17 in our Al-Anon/Alateen Service Manual, P24/27.**

- **As we approach our first ever virtual election Assembly this October, I urge you to consider getting out of your comfort zone, and stepping up to a service position whether it is in your Home Group, your District, local information service office, or our Area-Ohio AFG Inc., or even an At-Large position at the World Service Office. ( [https://al-anon.org/formembers/board of trustees/wso-volunteers/](https://al-anon.org/formembers/board%20of%20trustees/wso-volunteers/))**

**I applaud all of you who continue to attend meetings in whatever format you can find for yourself. Being there for each other and welcoming the newcomer is the beginning and ongoing “gratitude in action” for us all.**

#### **Notes from the Alternate Delegate= Jo S.**

- **In this issue of Al-A-Notes, we continue to hear from our officers and coordinators about the positions they hold. As Theresa mentioned, this is an election year and we will be voting on officers and coordinators for the next panel. Our 7<sup>th</sup> Tradition says we are to be self-supporting and our Third legacy of Service is one way we can do this. If you are thinking about a position and have questions, you will have another opportunity to get information. There are two Zoom meetings coming up this month where current officers and coordinators will be available to answer questions and talk about their position. Registration for these two meetings are on the Area website. The dates are Wednesday, September 9<sup>th</sup> at 7:00 p.m. and Sunday, September 13<sup>th</sup> at 7:00 p.m. The new Al-Anon Service profile can also be found on our website under Documents. This form is fillable and must be completed and returned to the Area Chairman no later than two weeks prior to Assembly.**

**Subscriptions for Al-a-Notes: Please consider getting either a personal or group subscription to Al-a-Notes. Although this newsletter is posted on our website, there are advantages to having a subscription. Not all members and groups have internet access and cannot get a copy. The subscription version also has contact information for all the officers and coordinators. This is a great way to see what**

**the service opportunities are at the Area as well as contact information is you need to get in touch with them. There is an order form attached.**

#### **News from WSO-**

**WSO has posted a job opportunity for a Magazine Editor. This position requires living in the VA beach area. A job description is attached to this newsletter.**

**Secondly, for a short time WSO has reduced shipping costs for all literature to \$5.00. (it is normally \$10.00, so this would be a great time to get an order in!)**

#### **District News**

**The Akron Intergroup office (which has groups in Districts 51, 25 and 48) has just elected new officers. For more information, you can check out their website [www. Afg-akron.org](http://www.Afg-akron.org) or you call the office at 330-645-1165.**

**District 51 has been doing a Zoom workshop on the Traditions.**

**Meeting ID- 813 5635 1017**

**Password- 010355**

**Remaining workshops are:**

**09/12/2020 Traditions 5&6 Support and Boundaries**

**10/10/2020 Traditions 7&8 Self Supporting and Non-Professional**

**11/14/2020 Traditions 9&10 Responsibility and Opinions**

**12/12/2020 Traditions 11&12 Anonymity and Principles**

**Time of these workshops are from 9:00 a.m. until approximately 11:45 a.m.**

**Log in time starts at 8:45. For more information, call the Akron Intergroup office or check their website.**

## The Districts of Cleveland

Please see our website at <https://clevelandal-anon.org/> to view our face-to-face **meetings**.

Some meet in parking lots, tents, parks and others actually meet using face masks in **buildings**.

Then, there are zoom & free conference call numbers which do not require face-masks or deep **cleanings**.

This year we are still having Gratitude Night, but it will be a Virtual one **instead**.

It will be on Friday November 6; beginning at 6:30 and you can watch or listen from your **bed**.

The first part of Gratitude Night will feature a tour of "Stepping Stones" where our Founders slept and ate **bread**.

Then at 7:30, we will introduce our speakers from Kentucky, who are in AA and in **Al-Anon**.

You may want to cook yourself a feast to eat, but I would not suggest listening while mowing your **lawn**.

We are excited to provide an alternative that we are confident that will not make anyone **yawn**.

So, please put the date on your calendar and dial the Meeting ID 863 9482 8658 and don't forget to press **pound (#)**.

However, if you are old school, you can dial by phone at 929-205-6099 and listen to the recovery **sound**.

Hopefully, a vaccine will be discovered soon, so this pandemic will forever be **bound**.



## Greater Cleveland Intergroup Council Gratitude Night 11/6/2020 Virtual Stepping Stones Tour & Virtual Gratitude Night

**Stepping Stones Virtual Tour** (summer home of Bill & Lois Wilson, AA and Al-Anon co-founders):

The presentation uses about 100 images from the property and archive and is live, narrated and features Bill, Lois, their families, their friends, their homes, and their correspondence.

There is no fee. The presentation is in lieu of "door opening & fellowship" from 6:30 - 7:15 p.m.

**Our speakers are a recovering family from Louisville, KY: Anna H. (former Alateen, now Al-Anon) Sherry H. (Al-Anon), and Bruce H. (AA)**

### Schedule of Events:

6:30-7:15 Stepping Stones tour (narrated -no fee - open to all)

7:15-7:30 answering questions & admitting participants,

7:30 welcome, 12 Steps & Traditions, ODAT reading 1/6

7:45-8:50 three Speakers (write comments & gratitude in the chat)

8:50 closing & prayer

**Meeting ID is 863 9482 8658#. Or dial by phone 929-205-6099 followed by the meeting ID.**



**Fall greetings to all of you from Youngstown Districts 4 & 9.** Can you believe we are into the autumn season already? What a crazy, crazy year it has been. February seems so long ago, and yet summer has rushed by in a flash. Despite all the anxiety and concern from the COVID-19 pandemic, along with necessary restrictions and other precautionary measures, this has been a beautiful summer and the weather has cooperated to give us the perfect outdoor venue to expend our restless energy so we didn't go stir crazy. Hopefully, many projects on your to-do list have been crossed off amidst the limitations we have all experienced. Here in the Youngstown Districts (#4 & #9), we have tried to fill the gap of our normal face-to-face Al-Anon meetings with Zoom and/or telephone meetings, while keeping in contact with those who cannot join us electronically. One benefit of social distancing has been that many of us have been able to experience the worldwide fellowship in a very different, exciting way. These optional virtual meetings have connected the continents in a unique, virtual way that many have not otherwise known, and we got to hear the experience, strength and hope of our fellow Al-Anons in other parts of the world. How awesome is that??!!! New relationships have been built and our understanding of "**How Al-Anon Works**" is broadening with each new meeting connection. That aside, it will be so nice to once again see the smiling faces in person, to receive those much-needed warm hugs, and to extend the sincere handshakes that truly bind us together as the Al-Anon Family Group we have come to know and appreciate.

Since it has been decided that Youngstown Districts **WILL** be hosting the **2021 Ohio Area Convention**, we have had to get it in gear quickly to locate a suitable, safe venue and proceed with the planning and program. While the future is still very uncertain, and summer of 2021 is even more uncertain, we have had to "**Act As If**" and consider several different options to offer our members a rewarding recovery experience. At present, we have contracted for the dates of **June 25-27, 2021** to gather for our Ohio Area Convention with AA participation. Your Youngstown Districts planning committee promises to have a weekend....no matter what format it may take!! More information will be available by our Spring Assembly, whether it is virtual or face-to-face. So please encourage your group members to **SAVE THE DATES** and mark their calendars. It was most unfortunate that we had to miss this year's 2020 Convention after all the hard work of the Dayton planning committee, but we will pull together all our available resources and virtual knowledge to assure that AFG of Ohio does not miss out on this annual event again. Please keep us in your prayers as we move forward carefully but surely. Hope to see you next June in Youngstown celebrating recovery!! Wishing each of you a safe, healthy fall, a wonderful holiday season, another easy winter, a Happy New Year, and a much better spring than we had this year. **Remember....HP is with us as we journey forward into the unknown...TOGETHER!!!**

Cheryl B., DR #9 and Sarah C., DR #4

SUMMER 2021



Together we get  
BETTER

**SAYE the DATE**

**JUNE 25-27, 2021**

**2021 OHIO AREA CONVENTION**

**Sponsored by Districts of Youngstown**

Despite the current health crisis, we will have a  
Convention, whether virtually or in person.

Get on board for more RECOVERY.

**MORE INFORMATION TO COME**

# “We Are Hope and Help AFG”

Workshop on our connection to Al-Anon Family Groups

September 15, 2020

6:00-7:30 pm Eastern

Room will be open 30 minutes before and after

Zoom ID: 510-819-055

Zoom link: <https://zoom.us/j/510819055>

No password - we use a waiting room



Join us for a presentation and conversation with a former and a current member of Al-Anon Family Group Headquarters, Inc (WSO) Board of Trustees. Come and learn about how and why we are connected in unity with the worldwide fellowship. Please bring your experience, strength and hope as *a member of an Electronic Meeting* to share!

Hope and Help AFG is a registered Electronic Meeting with Al-Anon Family Groups - WSO ID: 30735242



Regarding "temporary ZOOM meetings", use of Conference Approved Literature and Legacies:

1) The Legacies & Screen Share in temporary ZOOM (or any other electronic format):

It would be preferable, if the ZOOM host could just place a link in the screen share that would take the meeting directly to the Legacies in the "Groups at Work" in [www.al-anon.org](http://www.al-anon.org) . The host can open the link and then share the screen from the actual WSO website. Please-DO NOT retype the legacies in text format to include them in your temporary zoom meetings.

2). The meeting format & Screen Share in temporary ZOOM meetings:

The service manual can also be accessed through WSO website at [www.al-anon.org](http://www.al-anon.org). The host CAN access the information they need there, and copy and paste it into a "Word Document" but DO NOT format or modify it in any way. (I.e.-Opening, Preamble, Steps, Traditions, Concepts, Closing, etc.) The Word Document can then be added to Screen Share if you choose (again-in its original form-not modified in any way). The meeting format can then be shared via email and/or the host can screen share in zoom. When this method is used it is preferred that credit is attributed: "From al-anon.org Members menu: 2018-2021 AI-Anon/Alateen Service Manual (pp\_\_\_)"

3). Use of CAL material to chair a meeting.

*The same guidelines apply here as they do when we are chairing a face to face meeting. We CAN photocopy or retype a paragraph or two of a topic from our CAL & some of the questions. However, we advise those present that these are ONLY for use during this meeting and NOT to be duplicated or passed on ever. Also-Importantly-When photocopying or retyping any CAL for use to chair a meeting-It MUST ALWAYS include in added in text, that this is Copyrighted material belonging to AI-Anon.org and is "FOR ONE TIME USE". DO NOT DISTRIBUTE. PLEASE PROTECT THE COPYRIGHT.*

**Registered** Electronic Meetings may apply for a yearly permit to use CAL in their meetings.

<https://al-anon.org/for-members/group-resources/group-records/new-electronic-meeting-registration/>

**To register a new Group or a temporary electronic Meeting of a new or already registered Face to Face Group**

<https://al-anon.org/for-members/group-resources/group-records/>

## POSITION DESCRIPTION

**Title:** Magazine Editor

**Reports to:** Associate Director—Literature

**Grade Level:** 7

**Job Brief:** The Magazine Editor ensures that Al-Anon magazines have content that supports the strategic goals and spiritual principles of Al-Anon Family Groups. The Editor also implements promotional activities for *The Forum* and *Al-Anon Faces Alcoholism*.

### Specific Duties and Responsibilities:

- Monitors and evaluates existing processes and procedures and makes recommendations for new ways to improve their implementation.
- Participates actively in Staff meetings to ensure the best thinking is always available.
- Mentors Area *Forum* Coordinators to assist them in making the monthly magazine a part of every member's recovery.
- Selects sharings submitted by members for monthly *The Forum* magazine.
- Works with Associate Directors to determine additional content for announcements and "Inside Al-Anon Family Groups" articles for *The Forum* magazine.
- Cooperates with Associate Director—Public Outreach Professionals, who selects content submitted by professionals for *Al-Anon Faces Alcoholism (AFA)* magazine.
- Cooperates with Associate Director—Digital Strategy to prepare schedule for timely, insightful, quality monthly and annual magazines.
- Utilizes editorial techniques to convert membership and professional submissions into attractive magazine articles without losing individuality of expression.
- Manages intake and processing of submissions for *The Forum* and *AFA* from all sources: letters, e-mails, and on-line.
- Coordinates multiple proof-reading reviews of *The Forum* and *AFA* magazines to maintain quality control.
- Manages the production schedules for *The Forum* and *AFA* magazines to meet all deadlines.
- Selects material from *The Forum* to be translated for bimonthly *Le lien* and *en accion* magazines.
- Supplies and edits content to market *The Forum* and *AFA* magazines in newsletters, WSO websites, and other media.
- Provides reports and timely updates of departmental activities and interdepartmental communications.
- Arranges web-conferencing calls with and provides updates and other support to Area Forum Coordinators through AFG Connects and other communications methods.
- Arranges and provides proposed agenda for quarterly Forum Editorial Advisory Committee (FEAC) web-conferencing calls as well as other support to FEAC Chairperson.
- Serves as a voting member of FEAC.
- Supervises the Editorial Quality Specialist.
- Other duties as assigned.

### Requirements:

- Ability to read, analyze, and interpret periodical literature
- Ability to respond to common inquiries or concerns from customers

- Ability to write articles for publication that conform to prescribed style and format
- Ability to effectively present information to top management and public groups
- Ability to respond effectively to communication related to *The Forum* and *AFA* in a timely, AI-Anon/Alateen sensitive manner
- Ability to define problems, collect data, establish facts, and draw valid conclusions
- High degree of initiative
- Strong organizational skills
- Effective communication (both verbal and written)
- Ability to efficiently prioritize and manage projects
- Interpersonal skills that foster an enthusiastic team-orientated culture within the organization as a whole.
- Ability to calculate figures and amounts such as discounts, proportions, and percentages
- Intermediate level skills in standard Microsoft Office Suite software
- Ability to learn and use AI-Anon's database tools
- Familiarity with social media and other Internet applications as they pertain to job-related duties and requirements

**Education and/or Experience:**

- Bachelor's degree from four-year college or university in English, journalism, communications, or related field; or four years or more related experience or equivalent combination of education and experience. Minimum of five years of continuous and active AI-Anon/Alateen membership required.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to express or exchange ideas by means of the spoken word. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job in an office environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

**Work Location:**

This job is located at AI-Anon Family Group Headquarters' World Service Office in Virginia Beach, VA.

**Point of Contact to Apply:**

Please contact Human Resources if you would like to apply or if you have any questions about this position. Resumes and cover letters can be emailed to [HumanRes@al-anon.org](mailto:HumanRes@al-anon.org).