

AREA 42

General Service Representative Orientation Manual

An Informative Guide for New and Not So New
General Service Representatives

Adopted by the Area 42 Assembly September, 1994
Revised December, 2024

**Area 42 GSR Orientation Manual
Table of Contents**

First Things First and Welcome Aboard3
 Starting Out.....4
 Area Map with Districts4
 Service Sponsorship5
 An Informed Group Conscience.....6
 “Roundtables” and Conference Agenda Items6
 Helpful Tips for Area 42 Assemblies.....7
 Safety in AA: Our Common Welfare.....8

GSR Preamble10
 Introduction to General Service.....10
 How General Service is Organized11
 The AA Group.....11
 Home Group Meetings12
 The GSR12
 Role and Responsibilities12
 Suggestions for Effective Service.....13
 How to Encourage Group Discussions.....13
 What Goes Into My Report?.....14
 The GSR’s Voice and Vote at Area Meetings15
 The District.....15
 District Meetings.....16
 Northern and Southern Area General Service Committees16
 NAGSC/SAGSC Meetings17
 Area 42.....18
 Area Assemblies.....18
 Area Conference Committees (ACCs)19
 The Area Committee19
 Electing Area Officers.....20
 Area Officer Positions20
 Selecting Other Trusted Servants.....20
 The Election Assembly21
 Election Procedure21
 The Regions.....22
 The General Service Conference.....22
 AA Worldwide.....22
 Putting It All Together23
 Service Tools.....24
 QR Codes.....24
 Glossary of Service Terms and Acronyms.....25

FIRST THINGS FIRST...registering or updating your group information connects you to Area 42 and the whole of AA. Email the Area 42 Registrar at registrar@nevadaarea42.org for instructions.

In July of 1955, at the 20th Anniversary Convention of Alcoholics Anonymous at St. Louis, the Three Legacies of Recovery, Unity, and Service were turned over to the fellowship by its old timers, founders and trustees. Bill W. wrote:

“Many events in the days preceding had led up to this moment. The total effect was that 5,000 people got a vision of AA such as they had never known before. They were exposed to the main outlines of AA history. And when they saw AA’s affairs delivered entirely into their own hands, they experienced a new realization of each individual’s responsibility for the whole.” (Reprinted from *AA Comes of Age*, pg. 2, with permission of AA World Services, Inc.)

WELCOME ABOARD

There’s so much to learn and enjoy by getting involved in General Service. You can meet and work with great people and feel the Traditions come alive. The phrase “Our leaders are but trusted servants they do not govern” can take on a new meaning. Being the link between your home group and AA as a whole can be challenging, and the rewards are amazing. By your active presence in General Service, you will be helping to ensure that AA will still be here for future generations.

We hope this manual will help you feel confident as a General Service Representative (GSR). We want it to be practical and to give you the nuts and bolts of your service position. The booklet will cover a lot of important information – from how to give a GSR report to your home group to making your travel arrangements. We will talk about what “agenda items” are and guide you through the process of how to come to an informed group conscience. We will cover all of that and more.

Sometimes AA service material and lingo can be dry and confusing. At times you may feel overwhelmed and frustrated or feel like you’re not quite getting it. Reach out to your GSR Trainer and to your District Committee Member (DCM). We’re all here to help those who are new to General Service. We hope this manual will help you on your service journey as we grow together in recovery, unity and service.

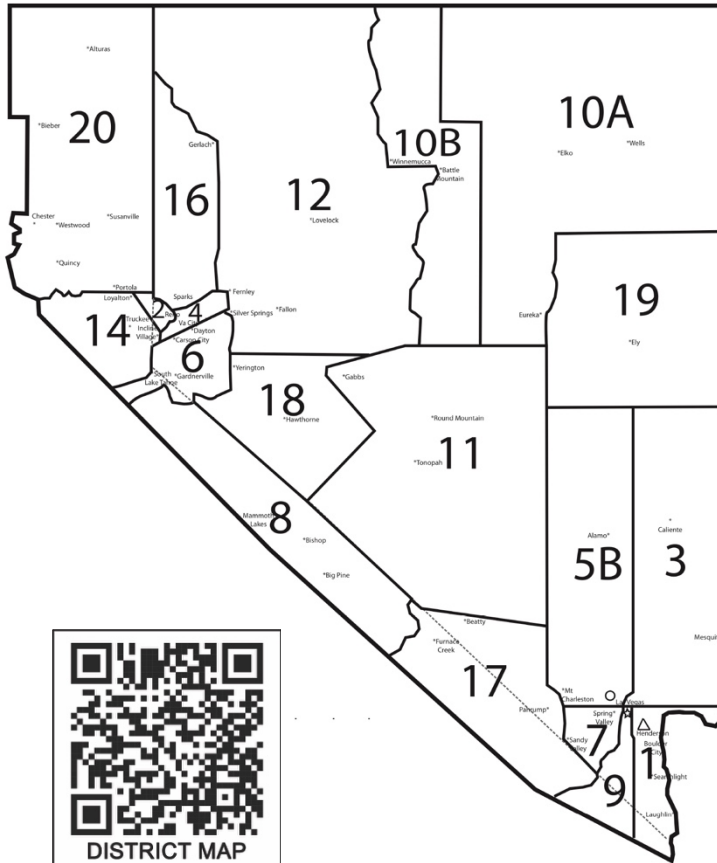
This General Service Representative's (GSR) manual isn't a substitute for "The AA Service Manual combined with Twelve Concepts for World Service" by Bill W. You can find the Service Manual by clicking this QR code on your computer or scanning it on your mobile device. The Service Manual can also be purchased at your local Central Office or through the aa.org online bookstore:



We'd like to start out with some practical information that will help you. These pages with a black border invite you to discover answers to some questions that new GSRs frequently ask.

Where is Area 42 and What are Districts?

AREA MAP WITH DISTRICTS



This map represents Area 42 – the State of Nevada and the eastern edge of California. Area 42 currently has 20+ districts that are geographically defined and at least two that are linguistically defined. Groups in linguistic districts conduct their meetings in a non-English language. The districts in the northern half of the area are identified with even numbers; those in the southern half of the area are identified with odd numbers.

Why do I need a Service Sponsor?

SERVICE SPONSORSHIP

Many of you may wonder why have a “service sponsor” when you already have a recovery sponsor. A service sponsor can be a big help – especially to anyone who is new to General Service. It’s possible that your recovery sponsor and service sponsor are the same person.

In the pamphlet “Questions & Answers on Sponsorship” it states in part:

“It [service sponsorship] can be defined as one alcoholic who has made some progress in recovery and/or performance in service, sharing this experience with another alcoholic who is just starting the journey. Both types of service spring from the spiritual aspects of the program.” (Reprinted from the pamphlet “Questions and Answers on Sponsorship” pg.25, with permission of AA World Services, Inc.)

- When selecting a service sponsor, we suggest that you look for someone who has knowledge of AA history and who has a strong background in General Service work.
- It is important for the service sponsor to explain that General Service work is meant to serve the needs of the Fellowship as a whole, rather than the needs of one individual group.
- A service sponsor might suggest that you find areas of service that you are most interested in. If you feel inspired, you might either volunteer or stand for a position.
- Your service sponsor can help you become familiar with the Traditions, the Concepts, and the Service Manual.
- A service sponsor can be an example of the spirit of rotation which helps all of us to keep growing in humility and service.

How can a GSR lead a group to AN INFORMED GROUP CONSCIENCE?

Experience suggests that you:

1. Consider setting a special date and time for a group conscience meeting. Regular business meetings are not always the best place to hear the true voice of the group.
2. Announce one or two weeks in advance that a topic will be discussed.
3. Invite your DCM and other seasoned members to share with you on important discussion items.
4. Present all the information known about the issue at the group conscience meeting. Encourage group members to participate by sharing their knowledge and experience.
5. Rely upon the information contained in your presentation rather than your own ideas. You are more likely to be trusted as a leader if you stay objective.
6. Make sure everyone has an opportunity to speak once before anyone speaks a second time.
7. Be wary of dominant opinions and/or uninformed or misinformed majorities. A well-heard minority is our chief protection.
8. Move slowly. Allow people time to pray, think, and talk. Rather than just a yes/no vote, this process is a spiritual expression of the group conscience.
9. Discourage calling for the vote until all pertinent information has been studied, all views have been heard, and a clear sense of the collective conscience develops. This may take more than one meeting.
10. Each AA member has one vote; and this ideally, is voiced through the home group.

For more information on the informed group conscience go to page 13, "How to Encourage Group Discussions."

WHAT ARE "ROUNDTABLES" AND CONFERENCE AGENDA ITEMS?

A roundtable is a symbol of equality. No one sits at the head; therefore, everyone sitting at the table has an equally important position. Area 42 holds "roundtables" in the northern and southern parts of the area prior to the assembly in the spring. SAGSC and NAGSC members meet separately to discuss Conference agenda items. Agenda items

are topics that will be discussed at the annual General Service Conference that are important to today's fellowship.

Carry what you hear at the "roundtables" back to your group for discussion. You can also choose other agenda topics that may be of interest to your group. You will then be ready to return to the spring assembly with the informed group conscience.

WHAT ARE SOME HELPFUL TIPS FOR AREA 42 ASSEMBLIES?

1. Check the Area 42 website (NevadaArea42.org) for assembly meeting dates.
Note: the password for the member login is **area42member**.
2. Decide if you will be attending the area assembly in person or online.
3. If you decide to join online ask your GSR Trainer or your DCM how to register for the assembly.
4. Take notes about topics discussed at area assemblies that may be of interest to your group. These will be helpful in writing your report. You don't have to take notes on everything that happens during the weekend – just what is of interest to you and what may be of interest to your group.

These next tips are for those attending the area assembly in person:

5. Do an online search for lodging in Tonopah. Make reservations early.
6. When making travel arrangements, try to share a room and a ride with another person to save money.
7. Request funding from your group (and district and area when necessary).
8. Check the forecast for Tonopah and pack accordingly.
9. If you have special dietary needs, bring the food that you need to be comfortable.
10. Bring your Service Manual.
11. Bring writing materials.
12. Look through the assembly packet you will get at the registration table. It contains important information.
13. Keep side conversations to a minimum while assembly business is going on.
14. Be mindful not to disturb linguistic and ASL interpreters.
15. Wi-Fi is not available at assemblies.
16. **IMPORTANT:** save all receipts for reimbursement.

SAFETY IN AA: OUR COMMON WELFARE

“Each member of Alcoholics Anonymous is but a small part of a great whole. AA must continue to live, or most of us will surely die. Hence our common welfare comes first. But individual welfare follows close afterward.”

Tradition One (Long Form)

(Reprinted from *Twelve Steps and Twelve Traditions* pg.189, with permission of AA World Services, Inc.)

We all need meetings where we can focus just on getting and staying sober. Keeping our meetings safe is a big part of our common welfare. For this reason, some groups and members discuss the topic of safety. Your group may want to consider these points:

- Some groups include in their opening announcements that illegal and disruptive behavior is not tolerated.
- Anonymity is not a cloak to protect criminal or inappropriate behavior.
- Injuries, accidents and fires sometimes do occur during meetings. Anticipating these situations, groups can develop plans and procedures.
- By maintaining order and safety in meetings, the group as a whole will benefit and members will be able to focus on recovery from alcoholism.
- AA membership has never been contingent on any set of behavioral or moral standards - beyond those founded on common sense, courtesy, and the timeless values of kindness, tolerance and love.

Situations that groups have addressed through their informed group conscience include:

- violence, bullying, sexual harassment or stalking;
- financial coercion;
- racial discrimination;
- intolerance of gender or sexual orientation;
- members feeling pressured to adopt a particular point of view relating to religion or spirituality;
- members feeling pressured to adopt a particular point of view relating to medical treatments and/or medications.

Keep in mind that there may be incidents and/or harassment that originate in group interactions but that continue outside of scheduled meeting times. These situations can affect whether someone feels safe to return to or participate in the group.

Discuss handling difficult situations with your service sponsor and at district meetings. Groups can develop guidelines for safety. Experience suggests that these guidelines

are best determined by an informed group conscience. They are most effective when they are based on the fundamental principles of the Fellowship.

Please tap this QR Code for a larger discussion about this topic.



THE GSR PREAMBLE

We are the General Service Representatives. We are the link in the chain of communication for our groups with the General Service Conference and the world of AA. We realize the ultimate authority in AA is a loving God as he may express Himself in our group conscience. As trusted servants, our job is to bring information to our groups in order that they can reach an informed group conscience. In passing along this group conscience, we are helping to maintain the unity and strength so vital to our fellowship. Let us, therefore, have the patience and tolerance to listen while others share, the courage to speak up when we have something to share, and the wisdom to do what is right for our groups as a whole.

In this part of the Area 42 GSR Manual we hope to:

- Define General Service as different from group service.
- Discuss the role and responsibilities of the GSR and offer suggestions on how to perform these duties.
- Describe the structure of AA General Service in Area 42 and the US/Canada.

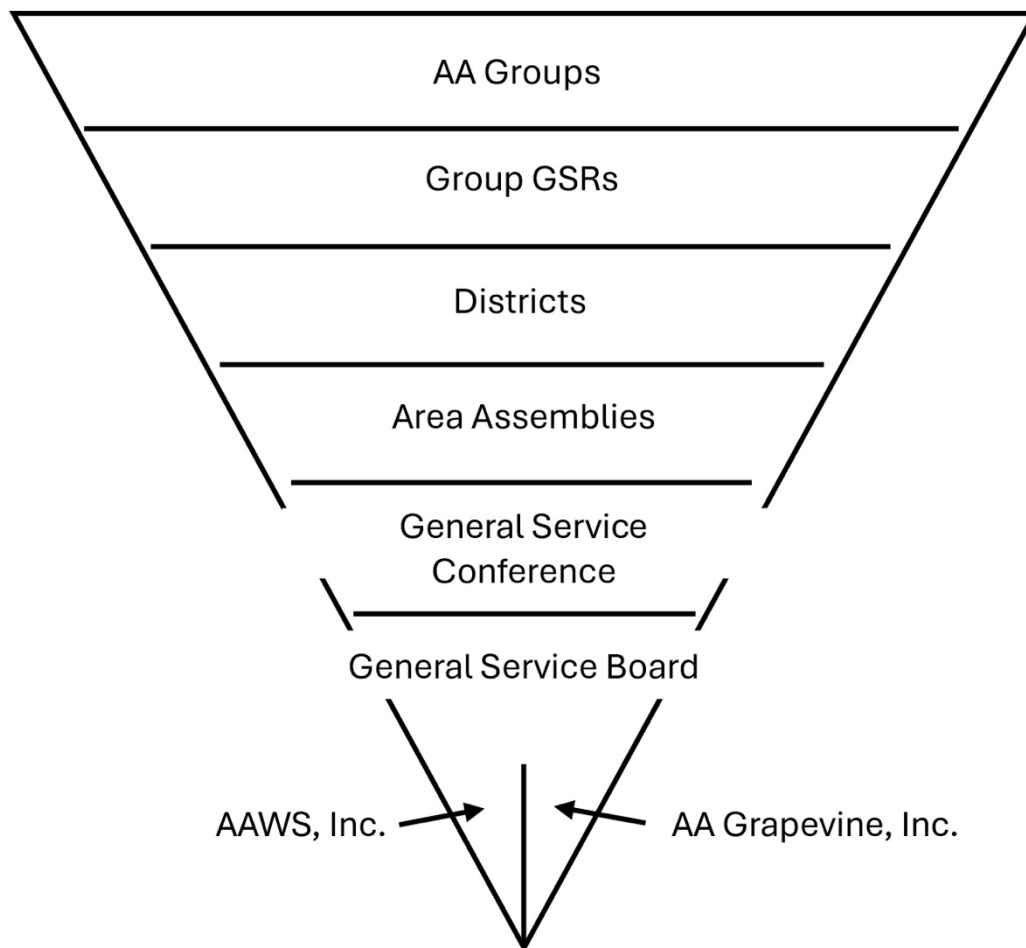
INTRODUCTION TO GENERAL SERVICE

“The Twelve Traditions make clear the principle that AA, as such, should never be organized, that there are no bosses and no government in AA Yet at the same time, the Traditions recognize the need for some kind of organization to carry the message in ways that are impossible for the local groups – such as publication of a uniform literature and public information resources, helping new groups get started, publishing an international magazine, and carrying the message in other languages into other countries....” (Reprinted from *The AA Service Manual 2015-2016*, pg. S15, with permission of AA World Services, Inc.)

“Today, General Services include all kinds of activities within the Conference structure, carried on by groups, districts, area committees, delegates, trustees, the General Service Office and the Grapevine. Usually, these services affect AA as a whole.” (Reprinted from *The AA Service Manual 2015-2016*, pg. S15, with permission of AA World Services, Inc.)

HOW GENERAL SERVICE IS ORGANIZED

The **upside-down triangle** shows the structure of General Service in US/Canada. It's the foundation upon which general services are carried out. It may also help to understand where the GSR fits into the whole picture of AA General Service. The meaning of this graphic will be explained as you go through this manual.



The AA Group

“The strength of our whole AA service structure starts with the group...” - Bill W.
 (Reprinted from the pamphlet *“GSR General Service Representative”*, pg. 19, with permission of AA World Services, Inc.)

Constant communication among all parts of the structure is essential for our day-to-day functioning. Communication begins with the group.

The group is where home group members participate in the informed group conscience process. The best decisions are made in the spirit of Tradition Two:

“For our group purpose there is but one ultimate authority – a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.”

The pamphlet *“The AA Group...Where it All Begins”* covers all aspects of group life in detail. We can’t emphasize its importance enough. Scan the QR code for the pamphlet.



Home Group Meetings

Your part in making sure there is two-way communication between your group and the delegate is to make reports to your group of what you learn at General Service meetings (district, NAGSC/SAGSC and area meetings). You also help them to have good discussions.

On items requiring an informed group conscience, present the information without your opinion. An informed group conscience can only be obtained through a clear, unbiased understanding of the issue. For information about reaching an informed group conscience refer to pages 6 and 13 in this manual.

The GSR: Role and Responsibilities

As an elected General Service Representative (GSR), you now represent the voice of your group’s conscience to the AA General Service Conference. Through your elected Area 42 Delegate, you are the two-way link between your group and the world of AA.

Well-informed groups that participate in General Service generate better future GSRs. Encourage group members to have at least some understanding of what happens beyond the group level. Invite a few members to a district meeting, a Northern or Southern Area Committee meeting, or any sort of service gathering. Let them have some exposure and explain what’s going on. You can inspire a newer member to get into General Service.

The GSR: Suggestions for Effective Service

- Attend General Service meetings and gatherings. In addition to group and district meetings and area assemblies, you are encouraged to attend:
 - Northern Area General Service Committee (NAGSC) and/or Southern Area General Service Committee (SAGSC) meetings.
 - Pacific Region AA Service Assembly. – PRAASA (annual).
 - Regional Forums (biennial on even numbered years).
 - Workshops held in other districts or areas – in person or online.
- Keep a General Service notebook or binder for notes, announcements and flyers.
- Take notes at your group, district, NAGSC/SAGSC, and area meetings. You don't have to take notes on everything that happens – just on what is of interest to you or may be of interest to your group.
- Work with a service sponsor – someone with experience in district or area service. A service sponsor is a guide. For information about service sponsorship refer to page 5 of this manual.
- Study the 12 Traditions and 12 Concepts with your service sponsor or any other member experienced in General Service.
- Keep *The AA Service Manual*, a copy of the Area 42 Guidelines and this GSR Orientation Manual handy.

How to Encourage Group Discussions

The Twelve Concepts and Home Group Discussions

Our 12 Concepts are a set of principles for AAs in service. The following suggestions for facilitating home group discussions come from the pamphlet "*The Twelve Concepts for World Service illustrated*." Please click on this QR code for explanations of each Concept mentioned below.



- Encourage participation and discussion (**Concept IV, Right of Participation**)

"...there is a spiritual reason for the 'Right of Participation'. All of us desire to belong." (Reprinted from the pamphlet "*The Twelve Concepts for World Service illustrated*", with permission of AA World Services, Inc.)

- Protect the rights of individual members to have their opinions acknowledged and heard. The minority opinion is a key aspect of the democratic process found in AA service. **(Concept V, Right of Appeal)**
- In carrying your group's conscience to district, NAGSC/SAGSC, or area meetings, keep an open mind to new information that may be presented. You may need to use your "Right of Decision" when new information comes to light. **(Concept III, Right of Decision)**

After district or area meetings report back to your group on issues discussed and/or voted on. If you voted using your "Right of Decision", rather than the group's conscience, explain to the group your reason why.

What Goes Into My Report?

When giving reports to your group or district it's probably best to consider sharing just one or two current topics or announcements – things that would be of interest to your listeners. You'll come to know how long you can hold your group's interest as you become comfortable in your role as GSR.

Topics of interest you might report to your **group**:

- New literature, pamphlets and books.
- News of any events or workshops you learned about at the district, SAGSC and/or NAGSC meetings. (See the glossary for definitions of SAGSC and NAGSC.)
- Discussions and/or decisions made at area assemblies that may be of interest to your group. Refer to your assembly notes.
- New district officers and other service people.
- Area and district finances.

If an issue requires a vote, explain the point simply.

Points you might present to your **district**:

- Any important changes to your group.
- Your alternate GSR.
- The average attendance at your group meetings.
- How your group divides its funds for distribution or, if it doesn't, why not?
- Concerns your group might have. For example: having to move, court referrals, dual diagnosis members (alcoholism coupled with mental illness), non-alcoholic addicts, or lack of interest in service.

- Announce upcoming events and any group activities.

Remember, above all, keep it simple and be brief.

The GSR's Voice and Vote at Area Meetings

At the assembly, the GSRs participate with a voice and a vote. You should make every effort to participate in discussions and vote with your group's perspectives in mind. Keep an open mind to new information that may be presented. You may use your Concept III Right of Decision to vote your conscience if new information comes to light that may change your group's conscience.



When we participate at our area assembly, we fulfill our responsibility to help strengthen AA as a whole. Again, participation by the GSR is the key link in the vital chain of communication between members of the group and the larger structure of Alcoholics Anonymous.

The District

“While the GSR is the voice of a group, the District Committee Member (DCM) is the voice of a district. A district needs a leader. The GSRs will look to the DCM for guidance...” (Reprinted from *The AA Service Manual 2020-2021*, pg. S13, with permission of AA World Services, Inc.)

To understand this next layer of the General Service structure, go back to the upside-down triangle on page 11.

The GSRs of a district elect a District Committee Member (DCM) whose role is to support the GSRs and the health of the groups in that district. The DCM also maintains the line of communication between the GSRs, the area committee and the area delegate.

District Meetings

District meetings are usually held on a regular basis. It is important that GSRs and their alternates attend district meetings. GSR participation at district meetings is another part of the communication between the group and the area's delegate.

The district decides its own meeting format which may include:

- reports from the DCM,
- reports from the GSRs,
- discussion of the business conducted at the previous and/or upcoming assembly,
- discussion of special events such as a workshop that the district may organize for the general Fellowship,
- presentations on some aspect of service, and
- sharing sessions.

If there isn't enough GSR participation to hold district meetings, the district is considered "dim". When this happens, the GSRs are encouraged to meet with a neighboring district to stay involved and informed.

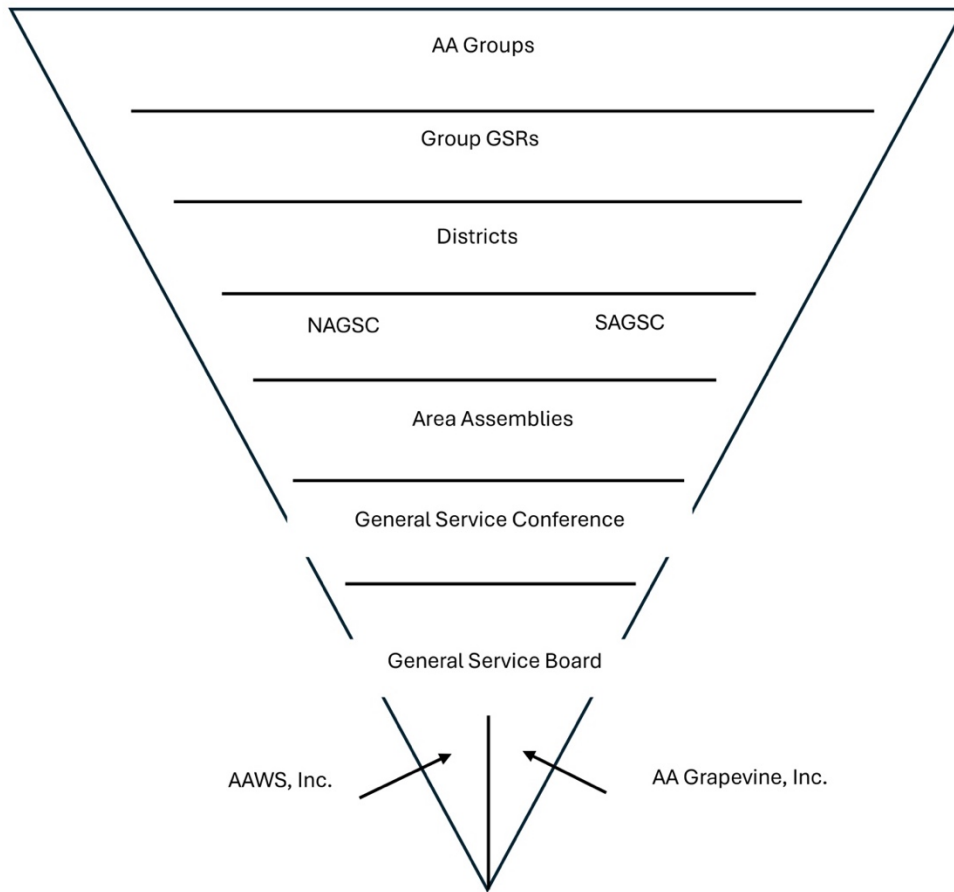
Northern Area General Service Committee (NAGSC) and Southern Area General Service Committee (SAGSC)

Area 42 is divided into two geographic sections: the Northern Area General Service Committee (NAGSC) and the Southern Area General Service Committee (SAGSC). (See the Area 42 map on page 4.)

Why do we have a "North" and a "South"? Since the early 1980's, districts and members in Reno and Las Vegas were getting together separately between assemblies to talk about service matters. In the Fall of 1989, the Area 42 Assembly acknowledged these informal General Service meetings and voted to create the Northern Area General Service Committee (NAGSC) and the Southern Area General Service Committee (SAGSC).

NAGSC and SAGSC have their own meetings, calendars and guidelines, but neither exists nor operates outside of Area 42.

Area 42's upside-down triangle looks like this:



Both NAGSC and SAGSC have a chairperson, secretary, registrar and archivist. In addition, each has standing committees, such as *Grapevine*, *La Viña*, Public Information (PI), Cooperation with the Professional Community (CPC), and Accessibilities. Ask your GSR Trainer how to access NAGSC/SAGSC information on the Area 42 website.

NAGSC/SAGSC Meetings

NAGSC and SAGSC meetings are held four times per year. Information is shared between DCMs, standing committee chairs, liaisons, officers and the area delegate. GSRs are encouraged to attend and participate. Check the Area 42 website (NevadaArea42.org) for NAGSC and SAGSC meeting dates.



Area 42

AA in North America is divided into 93 areas. Area 42 includes the entire state of Nevada and the eastern slope of the Sierra Nevada mountains in California. Area 42 is the only area in AA in the US/Canada that is divided into sections.

Area Assemblies

Area 42 assemblies have two purposes: the first is to provide an opportunity for Area 42's trusted servants (including GSRs) to come together to decide on matters that affect Area 42. The second purpose of the area assembly is to elect a delegate every two years.

Area 42 holds two assemblies each year - one in the spring and the other in the fall. The assemblies are traditionally held in Tonopah, NV. All AA members are welcome to attend and have a voice. Only trusted servants (or their alternates) listed in the area guidelines have a vote. GSRs are strongly encouraged to use their voice and their vote to express their group's conscience.

The spring pre-conference area assembly is held to discuss General Service Conference agenda items. Through discussions we members inform our delegate of the groups' perspectives. With a sense of how the area feels, the Area 42 Delegate goes to the annual General Service Conference to do what's best for AA as a whole.

During even-numbered years the fall assembly's primary purpose is to elect a new delegate and area officers. Elections are conducted by the Third Legacy Procedure described in the Service Manual. At non-election year Fall assemblies, the agenda varies.

At assemblies we may discuss topics that affect the area or have a direct impact on the groups or AA as a whole. Some of those topics can include budget discussions, guideline changes and reports from trusted servants.

Area assemblies are conducted in English and are usually interpreted into Spanish.

Why do we meet in Tonopah? In the early 1980's it was felt that the distance between the area's two major population centers limited member participation at assemblies. Because of this, group representation at assemblies could be heavily lopsided toward the part of the area hosting the assembly. That became especially important in election years and when area-wide votes needed to be taken. Tonopah was suggested because it was, and still is, the only town near the center of Nevada that can host a gathering of our size.

Area Conference Committees (ACCs)

Area conference committees in Area 42 were created to mirror the General Service Conference committee process. See the Area 42 website and talk with your DCM and GSR Trainer for more information.

The Area Committee

The purpose of the area committee is to support the area service structure. The area committee meets in "the Blue Room" at each assembly and by teleconference or web conference between assemblies. It is responsible for approving changes to the area website, but otherwise can make no decisions binding on the area.

Some of the members of the area committee are:

area officers (delegate, chairperson, secretary, archivist, treasurer, registrar and their alternates), the DCM or alternate from each district, and elected officers and standing committee chairs from NAGSC and SAGSC.

Area committee meetings may discuss topics that:

- assist districts,
- encourage communication between the DCMs, NAGSC and SAGSC, and the delegate, and
- may come up in the assembly for discussion and vote.

Electing Area Officers

Area Officer Positions

- Delegate: duties are as defined in the current edition of *The AA Service Manual* and as suggested by the area assembly.
- Alternate Delegate: duties are as defined in the current edition of *The AA Service Manual*. Additionally, the alternate delegate may serve as chairperson of NAGSC or SAGSC and may organize special assembly functions.
- Chairperson: creates the assembly agenda and conducts the assembly meeting.
- Alternate Chairperson: assumes the duties of the chairperson when they are unable to serve and may serve as chairperson of NAGSC or SAGSC.
- Secretary: records the minutes of both the assembly and area committee meetings and distributes them to area trusted servants and DCMs.
- Alternate Secretary: may serve as NAGSC or SAGSC Secretary if they have not already served in that position and supports the area secretary as needed.
- Treasurer: records and reports all contributions and disbursements of funds and participates in the preparation of the annual budget for the area. The treasurer also serves on the area finance committee.
- Alternate Treasurer: assumes the duties of the treasurer when they are unable to serve. For more information see the Area 42 Finance Guidelines.
- Registrar: maintains the database with current group information and coordinates with GSO, the delegate and DCMs.
- Alternate Registrar: works with the registrar to maintain the database for the section of the area (northern or southern) in which they reside.
- Archivist: catalogs and maintains all archival material for Area 42 and may provide displays of archival material at area functions. The term of service for the archivist is four years.
- Alternate Archivist: serves as archivist for the section of the area (northern or southern) in which they reside. Coordinates with the archivist in maintaining archival material for Area 42. The term of service for the alternate archivist is four years.

Selecting Other Trusted Servants

Various other positions are appointed by the delegate, or the area chairperson, and each appointed trusted servant has one vote at the assembly.

The standing committee chairpersons are selected within NAGSC and SAGSC according to the guidelines of each entity. Some of these service positions include

Grapevine, La Viña, Cooperation with the Professional Community, Public Information, and Accessibilities, and each committee chairperson has one vote at the assembly. NAGSC and SAGSC have various appointed service positions and liaisons who also have one vote each.

The Election Assembly

At the September area assembly of each even-numbered year, an election is held to choose the trusted servants for the next rotation. These new officers will serve a two-year term beginning January 1st of the following odd-numbered year.

The following officers are elected from different sections of the area:

- The delegate, treasurer and registrar will be elected from one section of the area.
- The chairperson, secretary, and archivist will be elected from the other section of the area.
- Alternates will be elected from the opposite section of the area from the officer.

Area trusted servants (including GSRs) generally serve two-year terms. Only the archivist and alternate archivist serve for four years.

How do you know who to vote for if you don't know anyone? As you participate during your term, you will develop some perspective to help you make decisions about those standing for a service position. Listen when each candidate gives their service history. Talk to your service sponsor and DCM. Pray for guidance. Ask yourself and your Higher Power who would best serve the area and the Fellowship in this service position. And then remember that the assembly's HP is in charge.

“Good service leaders, together with sound and appropriate methods of choosing them, are at all levels indispensable for our future functioning and safety.” ...

“Who are the best qualified people that we can name?” – Bill W. (Reprinted from *The AA Service Manual 2021-2023*, pg. C27, with permission of AA World Services, Inc.)

Election Procedure

All GSRs and committee members who are eligible and have a desire to serve may submit a resumé of their AA service history to the assembly members. A few minutes will be given to each candidate to share their service experience. A resumé is not required to stand for office.

Area 42 uses the Third Legacy Procedure to elect its officers and their alternates. This process is considered to be unique to Alcoholics Anonymous. Our experience is that this procedure provides a level playing field for all candidates. For a full explanation please see *The AA Service Manual*.

The Regions

The AA Service Manual shows the United States and Canada divided into eight regions:

- Two in Canada
 - Eastern Canada
 - Western Canada
- And six in the United States
 - Northeast
 - Southeast (including Puerto Rico, the Bahamas, Bermuda, and the Virgin Islands)
 - West Central
 - Southwest
 - Pacific (including Alaska and Hawaii)

Each region has a regional trustee who serves for four-years on the General Service Board. For more information about trustees, please see the current AA Service Manual.

The General Service Conference

The General Service Conference is where

“.... the collective group conscience of the groups in the US/Canada AA comes together to take actions that will guide the groups in the years that follow.”

(Reprinted from *The AA Service Manual 2021-2023*, pg. 39, with permission of AA World Services, Inc.)

The 93 area delegates, trustees, directors, General Service Office staff and *Grapevine* and *La Viña* staff comprise the roughly 135 voting members of the General Service Conference.

AA Worldwide

Alcoholics Anonymous is a worldwide organization. There are General Service Offices in many countries, each of which is autonomous. No attempt is made to have the General Service Office for the US/Canada in New York be the “world headquarters” of AA. However, the New York office is available to share experience, strength and hope with members and offices in other countries – mainly because it has been in existence for a longer period of time.

PUTTING IT ALL TOGETHER

For many of us, serving as a GSR is the first step in becoming involved in General Service. It is a learning experience for everyone no matter how long we have been in the program or in service. We are sure to learn about ourselves, enriching our sobriety. We become more comfortable when we fully participate and being “a part of” may take on a new meaning.

Remember, your commitment and responsibility are to your group and to AA. Use your service sponsor, GSR Trainer and DCM to guide you along the way. Find the pulse of your group, spark their interest, and you will soon discover the rewards of General Service.

SERVICE TOOLS

QR codes used in this document

A QR code, short for Quick Response code, is a barcode that contains information that can be quickly scanned and read by a smartphone or a QR code reader. QR codes can store various types of data, such as website URLs, contact information, text, or other types of data.

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GLOSSARY OF GENERAL SERVICE TERMS AND ACRONYMS	
AAGV/AA Grapevine	The International Journal of Alcoholics Anonymous.
AALV/AA La Viña	Bimonthly Spanish-language magazine published by AA Grapevine.
AAWS	AA World Services.
ACC	Area Conference Committees created in Area 42 to mirror the General Service Conference Committee process.
Ad Hoc Committee	A temporary committee created for a specific purpose.
Advisory Action	Represents the informed group conscience of the Fellowship as approved by the General Service Conference body as a whole.
Agenda Item	Topics for consideration proposed by the individual members, groups, area assemblies and/or members of the General Service Conference.
Archives	A collection of area documents and materials preserved by a committee.
Box 4-5-9	A quarterly newsletter from the US/Canada General Service Office. This newsletter includes information about AA service, literature, events, sharing from groups, service committees and individual members.
BTG/Bridging the Gap	Bridging the Gap facilitates the transition of inmates or patients of residential treatment facilities to AA on the “outside”.
C & T/Corrections & Treatment	Corrections and Treatment Committee (also known as H & I, see below), carries the message to alcoholics in correctional treatment facilities.
Corrections	Corrections Committees organize carrying the message to alcoholics in correctional facilities.
CPC/Cooperation with the Professional Community	Cooperation with the Professional Community. CPC committees at the district, area, trustee, and Conference level help carry the message to professionals who work with problem drinkers.
DCM/District Committee Member	District Committee Member. An experienced GSR elected by other GSRs to represent the

	groups of their district in area committee meetings and to coordinate service activities in the district.
Delegate	The AA member elected every other year to represent the area at the annual Conference meeting in New York and to bring back to the area the results of that meeting.
GSB/General Service Board	A board composed of 21 unpaid trustees that serves to safeguard AA's Traditions and funds. The board has the responsibility of overseeing the General Service Office (GSO), AA World Services, Inc. and the AA Grapevine, Inc. (See "Trustee").
GSC/General Service Conference	The annual meeting of conference delegates, trustees and GSO staff is held each spring in New York.
GSO/General Service Office	Office in New York where paid employees provide services to groups in the US and Canada.
GSR/General Service Representative	The link to AA as a whole, group contact with the General Service Office and voting member of the area assembly.
GV/Grapevine	See "AA Grapevine" above.
Guidelines	Guidelines are suggestions used to navigate the roles, responsibilities and processes within the service structure.
H & I/Hospitals & Institutions	Hospitals & Institutions Committees (also known as C & T, see above) carry the message to alcoholics in hospital and institutional facilities.
Intergroup/Central Office	Intergroup has a separate and independent structure from General Service. Central Offices are a function of Intergroup, and both attend to the local needs of their AA groups, members and communities.
LV/La Viña	See "AA La Viña" above.
Linguistic District	Comprised of groups conducting meetings in a language other than English. Linguistic districts may be independent of geographic concerns.
NAGSC	Northern Area General Service Committee. The Area is divided into Northern and Southern Area

	Committees to facilitate meetings other than the Area Assemblies.
Panel	Refers to a group of delegates elected to begin serving at the General Service Conference in a particular year. Each panel is numbered for the Conference at which the area's delegate will first serve. The two-year cycle frequently applies to area committee officers and committee members as well. (Consult your service sponsor for clarification.)
PRAASA	Pacific Region Alcoholics Anonymous Service Assembly. An annual meeting of all Areas in the Pacific Region. Its purpose is to increase understanding of the agenda items that will be discussed in detail at the General Service Conference.
PSA	Public Service Announcement usually transmitted to the public through radio, television or online.
PI/Public Information	The goal of Public Information Committees is to facilitate public understanding of the AA program and to prevent misunderstanding.
Region	A grouping of several areas from which a regional trustee comes to the board of trustees. There are six regions in the US, two in Canada. Area 42 is part of the Pacific Region.
Regional Forum	Weekend sharing and informational sessions hosted by the General Service Office. They are held in each region every two years to improve communication at all levels of the Fellowship.
Rotation	The spiritual principle of sharing the responsibility for AA through changing leadership.
Roundtables	At the SAGSC and NAGSC Roundtables area members come together to discuss conference agenda items. These are important topics facing today's fellowship.
SAGSC	Southern Area General Service Committee. (See NAGSC.)
Sense of the Assembly	Informal expression of the Assembly.

Service Manual	Full title: The AA Service Manual/Twelve Concepts for World Service. The manual explaining the general service structure and its year-round importance; includes the Conference Charter, General Service Board Bylaws and Twelve Concepts.
Simple Majority	50% plus one voting member.
Substantial Unanimity	2/3 of the voting members in accord.
Third Legacy Procedure	Special electoral procedure unique to AA. Method by which delegates to the General Service Conference, as well as area officers, are typically elected by their area's assemblies. See Service Manual for details.
Three Legacies	Recovery, Unity, and Service. As noted by Bill W., the Fellowship's chief inheritances for the first 20 years of Alcoholics Anonymous.
Trustee	Unpaid members of the AA General Service Board come from various professions. Fourteen trustees are alcoholic members (Class B); seven are nonalcoholic (Class A).
Trustee-at-large	Two alcoholics (one from Canada and one from the US) serve as trustees-at-large of the GSB and represent the US and Canada at the World Service Meetings and the Zonal Meeting of the Americas (REDELA).
Trustees (Class A)	Nonalcoholic members of AA's General Service Board.
Trustees (Class B)	Alcoholic members of AA's General Service Board.
Twelve Concepts	A set of twelve principles to guide members in service. (See "Twelve Concepts for World Service" in the AA Service Manual.)
YPAA	Young People in Alcoholics Anonymous. NACYPAA (Northern Area) and LVYPAA (Las Vegas/Southern Area) are active in Area 42.