

# Southern California World Service (SCWS) Group Representative Orientation Agenda

Welcome! And thank you for your service as a Group Representative (GR)!  
¡Bienvenidos! ¡Y gracias por su servicio como Representante de Grupo (RG)!

1. Serenity Prayer; *Oración de serenidad*
2. Introductions; Introducciones: Area Alternate Delegate (Donna, [altdelegate@scws-al-anon.org](mailto:altdelegate@scws-al-anon.org))
  - a. *Forum* magazine subscriptions + Information & Tips for GRs as Forum Representatives (F-2)
  - b. Ask-It Basket Questions (Frequently Asked Questions/FAQs)
3. Orientation to our website; Orientación a nuestro sitio web:  
<https://www.scws-al-anon.org/> (Jon, [webhost@scws-al-anon.org](mailto:webhost@scws-al-anon.org))
  - a. **Español** tab, upper righthand corner
  - b. **Contributions** — *Where* find the Contributions tab
  - c. **Contact Us** tab
  - d. **Assembly page**—<https://www.scws-al-anon.org/area-world-service-assembly-meeting-information/>
  - e. **Renaming yourself - Your "Zoom nametag"**
    - English: Area Zoom Meeting Training Instructions-- <https://www.scws-al-anon.org/wp-content/uploads/2021/04/ZoomAssemblyTrainingReviewEnglish2021.pdf>
    - Español: Asamblea de área: Zoom Notas de entrenamiento-- <https://www.scws-al-anon.org/es/informacion-de-la-reunion-de-la-asamblea-de-servicio-mundial-de-area/>
    - Area Zoom Meeting Guidelines-- [https://www.scws-al-anon.org/wp-content/uploads/2020/08/20200820\\_Area\\_Zoom\\_Guidelines.pdf](https://www.scws-al-anon.org/wp-content/uploads/2020/08/20200820_Area_Zoom_Guidelines.pdf)
    - Español: Directrices para reuniones de Zoom de área-- <https://www.scws-al-anon.org/wp-content/uploads/2021/04/Directrices-para-reuniones-de-Zoom-de-area.pdf>
  - f. **Service** tab
    - *Al-Anon/Alateen Service Manual* (on the WSO website: al-anon.org)
    - District Meetings + Area map
    - Forms
    - Group Representative—overview of duties
    - Guidelines (links to al-anon.org)
    - Acronyms: [https://www.scws-al-anon.org/wp-content/uploads/2020/09/Acronyms\\_English.pdf](https://www.scws-al-anon.org/wp-content/uploads/2020/09/Acronyms_English.pdf)
4. Assembly/AWSC Meeting Information: Area Chairperson (Martha Z., [chairperson@scws-al-anon.org](mailto:chairperson@scws-al-anon.org))
  - a. Area World Service Assembly/AWSC Meeting Frequently Asked questions (FAQs);  
*Preguntas más frecuentes (FAQ) de la Asamblea de Servicio Mundial de Área*
  - b. Guidelines for Virtual Meeting Participation; *Directrices para la Participación en Reuniones Virtuales*
  - c. Knowledge-Based Decision-Making (KBDM) <https://www.scws-al-anon.org/knowledge-based->

[decision-making/](#)

5. Treasury Information: Area Treasurer ([treasurer@scws-al-anon.org](mailto:treasurer@scws-al-anon.org))
  - a. *Service* tab -- *SCWS Reimbursement Policy for Group/District Reps* (for in-person Assemblies)
  - b. *Bulletin - Group Contributions Received*
  - c. *Reserve Fund Guideline (G-41); Guía para el Fondo de Reserva (SG-41)*
  - d. **Contributions** tab—*How to contribute to the Area*
  
6. Group Records Information: Area Group Records Coordinator (Teresa, [grouprecords@scws-al-anon.org](mailto:grouprecords@scws-al-anon.org))
  - a. *How to Find a Meeting's WSO ID Number*
  - b. *Group Records Changes for New GRs; Registros de grupo - Orientación RG*
  - c. <https://www.scws-al-anon.org/alanon-group-registration-records-change-form/>
  
7. Alateen Information: Area Alateen Sponsor Coordinator (Suzanne or Bear: [alateensponsor@scws-al-anon.org](mailto:alateensponsor@scws-al-anon.org) or [aapp@scws-al-anon.org](mailto:aapp@scws-al-anon.org)).
  - a. *Role of the GR regarding Al-Anon Members Involved in Alateen Service (AMIAS); <https://www.scws-al-anon.org/alateen/be-of-service-to-alateen/>*
  - b. *Role of the DR and District Alateen Liaison (DAL)*
  - c. *Alateen Table Card (M-80); Tarjeta de Alateen para colocar sobre la mesa (SM-80)*
  
8. GR Resources from WSO: Area Delegate (Tim, [delegate@scws-al-anon.org](mailto:delegate@scws-al-anon.org))
  - a. *Group Representatives Guidelines (G-11); Representantes de Distrito (SG-37)*
  - b. *Al-Anon/Alateen Service Manual, 2018-2021; Manual de Servicio*
  - c. *Safety in Al-Anon Meetings; La seguridad dentro de las reuniones de Al-Anon*
  - d. *Group Inventory (G-8, a /b); Realicemos un Examen del Grupo (SG-8, a/ b)*
  - e. *Welcoming Checklist ; Lista de Verificación de Bienvenida*
  - f. *Service Sponsorship (P-88); El Padrino o Madrina de Servicio (SP-88) -- for sale @ WSO*
  
9. Helpful Handouts (NOT CAL: created by Marcia M., [pastdelegate@scws-al-anon.org](mailto:pastdelegate@scws-al-anon.org))
  - a. *Al-Anon Service Circle; Círculo de Servicio*
  - b. *Groups connecting to WSO; Conectando Grupos a la OSM*
  - c. *Map of WSO Areas; Mapa de OSM areas*
  
10. Questions