

In order to hold an elected office position on the Northern Delaware Intergroup Steering Committee, a member should have been continuously sober for at least two years. Elected positions include Chairperson, Vice Chairperson, Treasurer, Secretary and 2 Member-At-Large.

Vice-Chair: The Vice-Chairperson shall perform all the duties of the Chairperson when the Chairperson is absent for any reason whatsoever, and perform any such other duties as requested by the chairperson. The Vice Chairperson also fulfills other assigned committee duties as required by the Chairperson, the Steering Committee or the representatives of Intergroup. This office shall be for a term of one year. The Vice-Chairperson automatically becomes Chairperson the following year. Traditionally the Vice Chair serves as the Overseer of the NDI Office in Trolley Square, unless the Chairperson assigns another member of Steering.

Secretary: The Secretary shall keep correct minutes of all meetings involving the Steering Committee or Intergroup and be responsible for their publication and distribution. The Secretary shall issue notices for all special meetings and keep a current record of the names, e-mail and postal addresses and phone numbers of Intergroup Representatives and Alternate Representatives by group. This office shall be for a term of one year.

Treasurer: The Treasurer shall be responsible for the financial records of all monies paid to Intergroup or any committee thereof. The Treasurer shall keep a monthly record of all monies received and/or disbursed including filing taxes and other financial regulatory responsibilities as required by law. He/She shall report monthly, the financial status to Intergroup and submit all books and records to be audited as requested. All financial records must be maintained in the Intergroup office. He/She shall issue an annual report, based on the calendar year, providing categorized revenues and expenditures. Prior to the new Treasurer assuming office, an audit will be arranged. This office shall be for a term of two years.

Member-At-Large: Members at large shall be responsible for helping to determine the agenda of N.D.I. The Member-at-Large shall attend all meetings of the Steering Committee and Intergroup Meetings and shall be a voting member of both bodies and should be available for service as needed. Members at large should be elected for a term of 2 years in alternating years.

Please share this with your groups!

If anyone is interested in any of these positions please call Jaime at the Northern Delaware Intergroup Office (302) 655-5113 or email at mainoffice@ndiaa.org.

Thank you!