

Northern Delaware Intergroup of Alcoholics Anonymous

Web COMMITTEE

The Chair of the Web Committee Responsibilities: The Chair of this committee is responsible:

- Developing and maintaining Northern Delaware Intergroup (NDIAA) website.

The Chair will maintain regular contact with Committee members to determine progress toward goals.

The committee purpose:

- Upkeep with meetings and resources on the website (new/old)
- Attaching committee event information from Intergroup or groups if they wish.
- Posting minutes from the monthly Steering and Intergroup Meetings
- Posting monthly financial reports
- Upkeep with current service opportunities (12 step/home answering/bridging the gap)
- Posting job descriptions for current roles in Northern Delaware Intergroup.
- Posting current monthly Newsletter
- Practicing Tradition 11 (Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.) keeping our members anonymity safe and protected

The Chair of this Committee may select a Co-Chair. The Co-chair would carry out the duties of the Chair in his/her absence or other duties requested by the Chair.

Committee members should be familiar with NDIAA and its various functions.

Expenses Chairperson will follow budget requests as outlined in the financial management guidelines. (No other committee expenses travel. Distance needs to be considered if expensing any travel costs)

Reports - The Web Chair or designated representative of committee shall attend both the monthly Steering Committee and monthly Intergroup meetings where they can report activities and/or progress.

The Web Committee meetings will be determined by the Chair and/ or Co-chair