

**Rockland County Intergroup
Open Service Commitments for the Two-Year Term
beginning January 2027**

**Nominations: Tuesday, November 3, 2026
Elections: Tuesday, December 1, 2026**

All descriptions of open positions are taken from the Rockland County Intergroup By-laws as revised in March 2025. It is suggested that the positions be filled each January, but they may be filled later in the year, if needed, to ensure that the right person is elected for the role.

REMINDER: The Rockland County Association of Alcoholics Anonymous (Rockland County Intergroup) is a service organization available to all A.A. groups in Rockland County, whether or not they contribute to its support. Rockland County Intergroup is supported by pledges and contributions from Rockland County A.A. groups.

Each participating A.A. group shall designate a representative to attend all business and special meetings. It is suggested that these representatives or authorized designee serve for at least one year, and exercise all voting rights for their group.

RCI Officers:

It is suggested that the Chairperson have five years of continuous sobriety and the Secretary have two years of continuous sobriety.

RCI Chairperson: The Chairperson shall preside at meetings of this Association for a minimum of two years, shall direct the conduct of business, and shall appoint the Chairperson of all special committees with majority approval. Any such person who has served as an Intergroup Committee Chairperson (present or past) can be nominated.

Secretary: The Secretary shall keep the minutes of the meetings and present them at the next business meeting; shall maintain a roll of membership. Secretary shall be custodian of the records. The Secretary shall send copies of approved minutes to the Webmaster for posting on the Rockland County Intergroup Association of Alcoholics Anonymous Web Site, and shall carry out such correspondence that would not properly belong to the other officers or committee chairpersons. The Secretary is the alternate signer in the absence of the treasurer. Two-year commitment beginning in odd numbered years.

RCI Committee Chairs

It is suggested that the Webmaster have five years of continuous sobriety. All other commitments shall have two years of sobriety. Election of chairs is at the discretion of the group.

Answering Service Chairperson: *Shall arrange for a telephone vendor, so that inquiries about A.A. can be passed on to A.A. members who have volunteered for 12-Step calls. Shall provide "12-Step Lists" consisting of A.A. volunteers from A.A. groups within Rockland County; these lists must be updated semi-annually. Volunteers must possess a minimum of one year of continuous sobriety. Also shall maintain up-to-date information required for referring "calls or help" known as "Do's and Don'ts"; and for answering A.A. inquiries. Shall arrange a schedule for all Rockland County A.A. groups that participate.*

H&I Chairperson: Shall establish institutional contacts and provide literature, A.A. meetings and speakers. Shall keep hospital administrators informed of A.A.'s function and purpose. Shall assist in arranging meetings in hospitals, maintain a list of such meetings, and assign Chair people to lead those meetings. A monthly Institutions Booking Exchange will be held 15 minutes prior to the Intergroup Meeting.

Meeting List Chairperson: Shall be responsible for the printing and distribution of meeting lists. The Chairperson shall update the meeting lists based on changes provided by Groups through the Rockland County Intergroup Association of Alcoholics Anonymous Web-site, US Mail or in person. The meeting of any new Group must be in existence for six months, and must be announced at the monthly Rockland County Intergroup Association of Alcoholics Anonymous meeting before it can be added to the meeting list.

SENY Liaison: Shall represent RCI at all General Service Assemblies, Mini-Assemblies, District meetings and/or Committee meetings.

Virtual Committee Chairperson: The Rockland Virtual Committee is made up of a chairperson and a group of members who assist in setting up Virtual AA groups, and helping groups establish virtual meeting places. The Committee also creates virtual events and workshops to help educate people in recovery. They meet once a month (at least) with their committee to plan upcoming events, and help assist other groups.

Women's Corrections Chairperson: Maintain A.A. meetings on the female side of the Rockland County Jail; provide literature and Chair People on a weekly basis.

Young People in A.A. Chairperson: Responsible for getting information on events that will occur in the tri-state area and bringing the information to Intergroup to disseminate at Rockland County A.A. meetings. Will get events from: Intergroup, NYC YP (www.nycypaa.org), New York State YP (www.escypaa.org), New Jersey YP of AA (www.njypaa.org), and other Young People's websites. Interact and share information with other YP meetings in the area and bring back to Intergroup. Inform Intergroup if there are any new YP meetings starting in the area. Works in conjunction with the public information committee to provide speakers to schools, colleges, youth recovery programs and other non-AA entities. Will coordinate with the Public Information Committee to approach said institutions and offer speaking commitments at non-AA entities.