

**District Representative Orientation  
Dec. 12, 2021 via WebEx**

**DR 101: Session 3**

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Virginia Area Website: [www.vaalanon.org](http://www.vaalanon.org)  
WSO Website: [www.al-anon.org](http://www.al-anon.org)

*\* All sessions will be recorded (audio only) for those who cannot join in real time.*

**Documents for Session 3:**

*Al-Anon Service Manual, 2018-2021, version 2 (SM)*

**Documents below posted on the VA Area Website>Resources>DR 101>Session 3**

DR 101 Session 3 Agenda

WSO Guidelines: G-11, "Group Representatives"

WSO Guidelines: G-12, "Starting an Al-Anon Group"

WSO Guidelines: G-19, "Starting an Alateen Group"

"Definitions Used in the Virginia Area Assembly"

"A Group Representative's Guide to the Virginia Area Assembly"

Template: "VA Area District Representative Report"

Knowledge Based Decision Making (KBDM) document

**Presentation:** *Stacy L., past Alateen Coordinator and current AAPP (Area Alateen Process Person)*

**Panel Discussion Members:** *Stacy L., incoming Delegate, and past DR, Nansemond District; Tom S., Area Chairperson, and past DR, Bull Run District; Debbie P., incoming Area Chair, and current DR, Peninsula District.*

## Agenda

### 1. Preparing your GRs for their first Assembly:

- For 2022, the Spring Assembly will be **May 13-15**.
  - Please note: dates for 2022 VA Area events are listed on the 2021 Fall Assembly agenda, posted on the VA Area website, under Resources> Assembly.
- There will be voting issues at that first Assembly.
- GRs, especially those attending an Assembly for the first time, will benefit from advance preparation so that they may make informed decisions regarding the Assembly voting matters.
- Suggested GR preparation in advance of the May Assembly:
  - Review with your GRs both the **Service Manual** and the **WSO Guideline G-11**, particularly the sections regarding GRs' duties at Assemblies, and in reporting back to their groups after Assemblies.
  - Discuss with GRs **Concept 1** and **Concept 3**.

- Share the **KBDM document** in connection with the “informed group conscience decision” section of the SM, p. 51
- Go over the VA Area document, “**A Group Representative’s Guide to the VA Area Assembly,**” with your GRs. This document was prepared specifically to help the GR understand how the VA Area conducts their Assemblies.
- See also in the “**A Group Representative’s Guide to the Virginia Area Assembly,**” the section “Decisions” for the spiritual principles associated the group conscience. (See Attachment at the end of this document).
- Review the proposed agenda for the Assembly (DRs receive a draft copy at the VAWSC meeting).
- Discuss with the GRs how to register for Assembly, dates for registration, costs for registration, VA Area scholarships when needed for F2F Assemblies, etc.
- Help the GRs manage their expectations of what an Assembly is and what it is not.
  - Share the “**Definitions Used in the Virginia Area Assembly**” document.
  - Talk about the differences between an Assembly, a Conference and a Convention in VA Area service.
- Encourage comradery among yourself and your GRs. For F2F Assemblies, plan carpools, Saturday or Sunday lunch together, etc.
- At the next District meeting after Assembly, have GRs share what they learned at the workshops they attended, share impressions, share plans for the next Assembly, etc.

## 2. District Representatives and the Virginia Area World Service Committee (VAWSC) Meeting

- DRs attend all VAWSC meetings as voting members.
- For 2022, VAWSC dates are **March 5** and **August 6** (location and times to be announced).
- Service Manual, p. 155, “The primary function of the Area World Service Committee is to plan for the general improvement of both the Assembly and the groups.”
- If you as DR, are unable to attend a VAWSC meeting, send an alternate – your ADR or other District Officer. Do not skip this meeting. Important information is discussed and voted on. You are responsible for seeing that your GRs are informed of matters that will affect their ability to discuss Assembly business with their groups and to make an informed vote later at Assembly.
- The DR report to the VAWSC:
  - You will be asked to submit a written report for the VAWSC meeting and/or the Assembly.
  - The purpose of your report is to inform the rest of the VA Area of your District’s status, successes and challenges.
  - Your report becomes part of the records of the VA Area.
  - Use the template for the DR Report posted on the VA Area website, if you wish.
  - Your DR report should be short and to the point, one page or less.
- After the VAWSC meeting, at your next District meeting, report back to your GRs what occurred.

- Share the draft agenda of the next Assembly.
- Discuss any voting issues coming up at the next Assembly.
- Your GRs will need time to schedule a business meeting with their groups, so that they may hear their members' thoughts and opinions on the voting matters.

### **3. District Representatives and the VA Area Assembly**

- The DR attends all VA Area Assemblies, although the DR does not vote.
- As determined at the VAWSC meetings, DRs may have duties at the Assembly – assisting with the Assembly agenda, chairing workshops, DR reports to the Assembly, attendance at DR Opening Session, etc.
- DRs should be present to hear reports from Area Officers, Coordinators and Liaisons, and to participate in any discussions of those reports.
- Most importantly, DRs offer guidance to their GRs as the Assembly agenda progresses.

### **4. Presentation from Stacy L., AAPP: the DR and Alateen meetings and AMIAS in the District.**

### **5. Questions and Answers with a Panel of Past DRs**

- Stacy L., current Alternate Delegate, incoming Delegate, and past DR, Nansemond District
- Tom S., current Area Chairperson, and past DR, Bull Run District
- Debbie P., current DR, Peninsula District, and incoming Area Chairperson
- Terry W., current Area Delegate, Panel 59, and past DR, Annandale/Springfield District

### **6. This Session concludes the planned sessions of the District Representative Orientation.**

- If you would like to continue in the new Panel, contact me at my email address on first page.
- We could plan a periodic VA Area DR Get Togethers or some other contact means that suits those interested.

## Attachment

### Excerpt from “A Group Representative’s Guide to the Virginia Area Assembly,” p. 4.

#### “Informed Group Conscience”

**VI. Decisions** The Virginia Area Assembly uses an **Informed Group Conscience** process to make decisions.

- First, background information on an issue is presented to the Assembly.
- Next, members ask questions to be sure all aspects of the issue are clear and needed information is known.
- When there are no more questions, then members may express their opinions without judgment.
- The Informed Group Conscience process reflects the principles of:
  - *Talk to each other. (Equality)*
  - *Reason things out. (Patience)*
  - *Participate in discussions. (Honesty and generosity)*
  - *Be open minded. (Understanding and compassion)*
  - *Show respect. (Acceptance and trust)*
- Once the Assembly has enough information to make a decision (usually determined by taking a consensus), the motion is ready for the actual vote to be taken.