

## **COOPERATING WITH THE PROFESSIONAL COMMUNITY**

*(Volunteer Position)*

Attend all District meetings or send a representative. Review past months meeting minutes and submit any corrections to the District Secretary.

Familiarize oneself with the duties of the CPC Coordinator, and the Al-Anon/ Alateen Service Manual, and the WSO Guidelines.

In January present CPC event ideas for upcoming year to the District meeting.

Have event fliers available at District meeting, two months prior to the event.

Report on all Cooperating with the Professional Community activity.

Give the District Newsletter Coordinator a report on all pertinent Cooperating with the Professional Community information.

Work closely with the District's Speaker Bureau Coordinator.

Be available as a resource to all District 23 Groups, District 23 Coordinators and cooperate with other Washington Area districts and Area Coordinators.

Gain District's support for each new project and submit a list of anticipated expenses for the District's information.

Be willing to encourage group members to participate on committees, and at events or on CPC projects.

Literature for projects will be obtained through the District Literature Distribution Center.

Submit an estimated budget to the District Budget Committee and the Literature Distribution Center.

A subscription to the *Washington Wanderings* is recommended.

Having a Service Sponsor is strongly recommended.

In March each year, submit a short report to the District of the past years events or activities.