Your Intergroup Representative

The Central Office has no authority on their own account. Their authority, if any, is derived from participating local groups. Local groups elect an Intergroup representative. The local group representative is the connecting link between the group and the A.A. Central Office. At the monthly Intergroup meeting, the local group representatives reflect the groups' conscience in setting general policies and plans for the A.A. Central Office.

Suggested Requirements

- Have at least eight months of sobriety.
- Be duly elected by their group.
- Accept the opportunity to be helpful with the continued growth and stability of their home group and A.A. as a whole.
- Accept the opportunity to be of service by attending the monthly Intergroup meetings for a one year term of office.

Responsibilities of an Intergroup Representative

- Attend the monthly meeting of Intergroup on the first Sunday of each month at 1 :30 p.m. via Zoom.
- Make a regular report to their group after each monthly Intergroup meeting.
- Become familiar with all duties, responsibilities and services of the Central Office.
- Keep an updated list of A.A. conference approved literature available at Central Office.
- Encourage home group members to volunteer for Central Office "Call For Help" phone services.
- Explain Central Office expenses and encourage home groups to regularly contribute.
- Become familiar with functions of the steering and standing committee representatives and the Chairperson of Intergroup.
- Become familiar with the by-laws of the Atalan Society, Inc. (the incorporated and registered name of the Atlanta A.A. Central Office).

Tradition 3.....The only requirement for A.A. membership is a desire to stop drinking.
Tradition 4.....Each group should be autonomous except in matters affecting other groups or A.A. as a whole.
Tradition 5.....Each group has but one primary purpose-to carry its message to the alcoholic who still suffers.

Metro Atlanta A.A. Central Office

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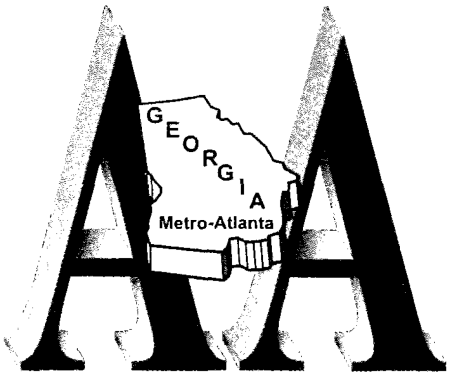
Does Your Group Have a Voice?

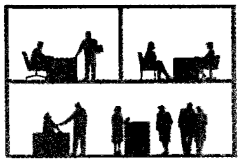


Unity
Service
Recovery

Metro Atlanta A.A. Central Office

A.A. Central Office

Purpose



Your Intergroup Representative is the voice for your group al A.A. Central Office.

The Central Office is the communications center and exchange hub for over four hundred fifty groups which conduct over twelve hundred A.A. meetings each week in the Greater Atlanta 18 County Area.

The Central Office exists to aid the Groups in their common purpose of carrying the A.A. message to the alcoholic who still suffers.

Services

The Central Office provide the following basic services:

- Maintain the roster of volunteers who man the phone lines, updating it as new names or corrections are received from local groups.
- The Central Office is staffed with employees who answer calls for help during regular business hours (9:00 a.m. to 4:30 p.m.). A telephone answering service answers the Central Office phone daily between the hours of 4:30 p.m. and 9:00 a.m. Any calls received after 12:00 a.m. are referred to the Central Office staff the following work day
- Receive about a sixty contacts daily from people looking for help or information. When a person calls for help, a member of the Group nearest the caller's home is immediately contacted for follow-up. The procedure is followed for all areas serviced by the Central Office.
- Publish updated Meeting lists twice each year, giving location, day, and time of all A.A. meetings in this area, as well as, maintain the www.aaatlanta.org web site.
- Works closely with jails and penal institutions, providing free literature for their meetings.
- In the community, arranges for A.A. speakers to give public information talks about A.A. to schools, community organizations, businesses, and professional groups.
- Conduct monthly Intergroup meetings on the first Sunday of each month.
- Within the A.A. community, supplies literature, books, meeting lists, and chips to A.A. groups, as requested.
- Manage the details of the annual dinner.
- Publish "The Voice," a monthly newsletter.

Support

The Central Office is supported in several ways:

- Group Contributions. A.A. groups participating in the financial support of the service office make contributions by setting aside fixed sums from their regular Seventh Tradition. Many groups pledge a fixed amount, which is paid periodically. The General Service Office in New York suggest that groups make donations after expenses in accordance with the following formula: 50% Central Office; 10% District; 10% Area and; 30% to GSO. This assures the Central Office of a regular income, and certainly helps it to plan the best means of meeting its own obligations.
- Special Contributions. Some groups provide special donation boxes or baskets in a convenient place during meeting times, inviting members to contribute. A.A. members may make individual contributions to the Central Office in celebration of their A.A. birthday or anniversary and; by donating $5 per month to the "Faithful Fivers" club.
- Call Central Office for additional details.
- Sale of literature. The Central Office publish their own meeting lists, produce introductory pamphlets explaining A.A., and purchase conference approved literature from GSO. These items are sold at a slight profit to help defray office expenses.
- Special Events. The Central Office holds an annual banquet. Any excess over expenses goes toward the support of the Central Office.

Intergroup

The Metro-Atlanta Intergroup is an assembly of elected Intergroup representatives from local A.A. groups who provide support and guidance to the Central Office. The Atlanta Intergroup meets on the first Sunday of each month at 1 :30 p.m. via Zoom . At the monthly Intergroup meeting, the A.A. Central Office staff along with committee chairpersons make reports for the following activities: Central office, finance, telephone answering service, public information, cooperation with the professional community and treatment and institutions.

All issues of policy, procedure and finance are voted on by members of the Intergroup.

The local group representatives reflect the groups' conscience in setting general policies and plans for the A.A. Central Office.