

## **SJIS Inc. Open Trustee Positions for Election/Appointment at 10/15/2011 ISR Meeting**

SJIS Inc. has seven trustees. The Secretary, Chairperson and Immediate Past Chairperson positions are filled. Trustees meet monthly, on the third Thursday of the month, from 7:30 – 9:30pm, generally, at SJIS office in Haddon Heights, NJ. A copy of the SJIS Inc. Bylaws are available under the ISR MTG section of [www.southjerseyal-anon.org](http://www.southjerseyal-anon.org)

**Eligibility.** Candidates for a trustee position shall be members in good standing in a registered Al-Anon Group and shall not be currently serving as an officer or make policy decisions for any other allied organization, including, but not limited to, Area 36 NJ Assembly, Inc. and Jal-Con, Inc.

**Open for a One Year Appointment by the Trustees –**  
**contact Kate: [kate.sjis.outreach@gmail.com](mailto:kate.sjis.outreach@gmail.com)**

**Group Service Trustee.** The group service trustee shall assist current groups or assist in creating new groups, maintain a directory of Al-Anon speakers, assist with special events, assist with the publication of the newsletter, and post special events to the website. [The webmaster does the posting] The group services trustee may be assisted by coordinators who shall be appointed by the board to assist with group services. *This is a one year term.*

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**Vice Chair.** The vice chair shall in the event of the absence or inability of the chair to exercise his or her office become acting chair of SJIS with all the rights, privileges and powers as if he or she had been the duly elected chair. *After serving one year as Vice Chair you then serve a year as Chair and then a year as Immediate Past Chairperson. . The Immediate Past Chair duties are described in the SJIS Inc Bylaws at [www.southjerseyal-anon.org](http://www.southjerseyal-anon.org) under the ISR Mtg section. Total commitment is three years.*

**Treasurer.** The Treasurer shall have the care and custody of all monies belonging to SJIS, be solely responsible for such monies or securities of SJIS and be one of the officers who shall sign checks or drafts of SJIS. No special fund may be set aside that shall make it unnecessary for the treasurer to sign the checks issued upon it. The treasurer shall render at stated periods as the board shall determine a written account of the finances of SJIS and such report shall be physically affixed to the minutes of the board of such meeting and shall exercise all duties incident to the office of treasurer. *This is a two year term.*

**Public Outreach Trustee.** The public outreach trustee provides information to the general public in South Jersey using all media approved by Al-Anon and Alateen, including, but not limited to, television, radio, and podcasts; conducts in-person outreach at schools, hospitals, health fairs, and with medical professionals; and arranges for Al-Anon and Alateen speakers and literature, when requested. The public outreach trustee may be assisted by coordinators who shall be appointed by the board to assist with public outreach. *This is a two year term.*