

2018 Convention Committee Positions for Al Anon

Open Positions:

Luncheon Chair*

Description: Gathers quotes from various caterers, coordinates with chosen caterer to finalize the contract and details for the luncheon. On day of luncheon facilitates the set up and arrival of food. Organizes volunteers to help during luncheon. Has assistance and works with the Luncheon Co-Chair.

Speaker Liaison

Description: Organizes putting together a gift basket for the Al Anon luncheon speaker. Helps coordinate the speaker's hotel accommodations and stays in contact with the speaker before and during the convention if they need any information or assistance.

Decoration's Chair*

Description: Puts together decorations for the Al Anon Luncheon and sets them up on the day of the luncheon. Has assistance and works with the Decoration's Co-Chair.

Fundraiser/Public Outreach Chair*

Description: Coordinates putting together a fundraiser to raise funds for the Al Anon portion of the convention. Helps get the word out about the Convention and information about it as it becomes available (i.e. when registration opens, cost, events, etc.).

*These position's have a Co-Chair position as well

All Co-Chairs

Description: Assist the chair in the duties of that position.