

**Alateen Conference Guidelines**  
**Florida South Area 10**

**It is important to note that the Alateen Conference Chairs and Executive Sub-Committees are chaired by Alateens themselves with the support and guidance of Certified Alateen Sponsors.  
For voting purposes, each committee has one vote.**

**SPONSOR Conference Chair:**

*Eligibility to stand for the Alateen Conference must fulfill all of the following;*

- a. Any active Al-Anon member, who is a certified Alateen sponsor and not a member of A.A.
- b. Member has completed all requirements, as outlined through the Florida South Area 10 AMIAS/AAPP process.
- c. Member has served on a previous Alateen Conference.
- d. Member must be present to stand for, and be ratified, at the Fall Assembly
- e. Attend and vote at two (2) Area World Service Committee Meetings.
- f. Provide update reports at the AWSC meetings (Winter up-date & Summer wrap-up) and the Spring Assembly.
- g. Attend and give Final Report to Fall Assembly.
- h. Work closely with the Alateen Conference Chair.

**ALATEEN Conference Chair:**

*Eligibility to stand for the Alateen Conference must fulfill all of the following;*

- a. Any active, responsible Alateen member willing to commit to a 1 year obligation.
- b. Alateen member, who has attended a previous conference.
- c. Alateen Conference Chair will work closely with **SPONSOR** Conference Chair. (It is a good practice to encourage Alateens at the current Conference to take an interest in planning the next Conference.)

***Conference Chair position is a 1 year commitment for both Alateen and Sponsor. Responsibilities include:***

- a. Announce the theme and location as soon as possible after the Fall Assembly, but no later than January 1st of the conference year.
- b. Responsible for selecting Officers for the Executive Committee, (Co-Chair, Treasurer, Secretary and Speaker/Advisor).
- c. For voting purposes at AWSC meetings, this position has only one vote (Alateen Conference Chair)
- d. Available at Assemblies and Area events to take completed and notarized Florida South Area 10 Travel & Medical Release forms.
- e. Return the Alateen Conference checkbook and register to the Area Treasurer at the AWSC meeting or Fall Assembly immediately following the Conference including all receipts.
- f. Obtain CAL on consignment from the Area Literature Coordinator at the Spring Assembly; and return unsold literature to the Area Literature Coordinator at the Summer AWSC Meeting or Fall Assembly immediately following the Conference.

***Eligibility for the Alateen Conference Executive Committee must fulfill all of the following;***

Any active Al-Anon member, who is a certified Alateen Sponsor or AMAIS, can participate.