



NCCAA Conference Host Committee Guidelines Spanish/ Al-Anon

In the spring of 2015 the NCCAA Steering committee made a motion to add a representative from both the Spanish community and Al-Anon family group to be a voting member's on the Steering Committee. They are in direct contact with the NCCAA chairperson and the Steering Committee for better communication between the two entities.

SPANISH LIAISON

- 1.** Attends the six Steering Committee meetings a year. The three in Stockton and three at the conferences and gives reports to the Steering Committee.
- 2.** Attends the local host planning meetings of the conferences when possible to coordinate with the host committee on the marathon meetings and program that will be put together for the conference.
- 3.** Makes contact with the local groups and districts in the area to invite them to participate in the program and or put together the marathon meetings for the conference.
- 4.** Translates the English flyer into Spanish to distribute to the local Intergroup/ Central offices in Northern California. Both the Interior and Coastal secretary will help with distribution through their Area Committee meetings.

We have found that having one person to coordinate these services provides better continuity and communication between the Spanish community and NCCAA.

AI-ANON LIAISON

- 1.** Attends the six steering committee meetings a year. The three in Stockton and three at the conferences and gives reports to the Steering Committee.
- 2.** Attends the local host planning meetings of the conferences when possible to coordinate with the host committee on the marathon meetings and program that will be put together for the conference.
- 3.** Makes contact with the local groups, district and area to invite them to participate in the program.

4. Coordinates the times and program a long side the NCCAA conference program.

We have found that having one person to coordinate these services provides better continuity and communication between the Al-Anon Family Groups and NCCAA.

The term limit has not been established at this point.