58. LOVE AND SERVICE GROUP'S QUALIFICATIONS AND RESPONSIBILITIES FOR: LITERATURE CHAIR THURSDAY

Elections for this position are held at the September business meeting.

- Thank you for accepting this *<u>one year and one month commitment</u>*, from the day you accepted the position through the first meeting in October. If possible, you will shadow your predecessor, and train your successor when you leave the position.
- If you are filling in for a vacated position, the Commitment Chair will find someone who has done the position before to train you. You are still eligible to make yourself available for one full term of that position. We discourage making yourself available for any position that you have previously served a full term.
- It is suggested that you attend the monthly business meeting on the 2nd Sunday of each month, and become familiar with the Love and Service Group's History and Objectives.

If you are unable to fulfill your commitment at any meeting, please find someone from our group to cover for you (preferably *someone who has done the job before*) **AND** let the Commitment Coordinator know. Or, if you need to discontinue your commitment altogether, please contact the Commitment Coordinator.

The suggested **qualifications** and sobriety suggestion for this position are:

1. 1 year of sobriety.
2. Attend the Thursday night meeting.
3. Time and willingness to serve.

Your responsibilities are:

1. Grab the literature bin from the cabinet behind the counter in the lobby
2. Have the literature setup by 6:30pm and be available until 8:10pm so that people can purchase books, pick up meeting schedules, pamphlets and home group member lists.
3. Maintain an adequate supply of meeting schedules,phone lists, books and pamphlets and flyers. You will be responsible to purchase/get the necessary literature (communicate with the Sunday literature person in getting literature also). As soon as you purchase books, mark the cost of the book on the inside page. Give all receipts to the Treasurer for reimbursement.
4. Collect money for the book purchases and give to the treasurer.
5. Box up literature and set-up/breakdown committee and return the bin to the storage cabinet.
6. Please stand as the Literature rep and make announcement regarding how to get literature during the meeting. .

Prior Chair: 2021 Joe H, 2023 Brandon G, 2024 Andy S, 2025 Tonio, 2026 Thomas