



Help and Hope for Families and Friends of Alcoholics

PANEL 64 Application
INTERIM ALTERNATE DELEGATE

An Interim Alternate Delegate is appointed by the Area Chair in the event that the Alt. Delegate position becomes vacant during a Panel due to the resignation of either the Delegate or Alt. Delegate or that the Alt. Delegate is unable to complete their term.

During this Panel our Alt. Delegate has become the Delegate with the resignation of the Delegate. An interim Alt. Delegate would be appointed from among the District Representatives (DRs) and they would serve until the election of an Alt. Delegate at the next Assembly. Members who have served a 3 yr DR term and are not a member of A.A. are eligible.

The Interim Alt. Delegate would do the duties of the Alt. Delegate position until an Alt. Delegate could be elected. These duties include: assists the Delegate, assumes the role of Delegate if needed, coordinates AWSC and Assembly meeting logistics, attends monthly Officer calls, sits on the Finance Committee, has voice and vote at the AWSC, and assists the Area Officers in the business of PA Al-Anon and Alateen.

At this time according to our current PA Bylaws, an appointed interim Alternate Delegate is not eligible to stand for Delegate or another Area Officer at the election Assembly.

Please carefully review the by-laws of Pennsylvania Al-Anon Assembly AFG, Inc. (amended August 25, 2025), Article III, Section 1 and 2, in order to have an understanding of the duties of the Alt. Delegate and the Delegate.

Article III. Officers and Duties

“Our leaders are but trusted servants - they do not govern.” (Al-Anon’s Tradition II)

Section 1. Delegate

The Delegate:

- (a) Represents all the groups in the Area at the annual WSC and participates in discussion and votes on policy matters relating to all Al-Anon;

- (b) Is the channel through which information flows;
- (c) Brings the views and spirit of worldwide Al-Anon back to the Area;
- (d) Reports on proceedings of the Conference so that vital information can be relayed by DRs and GRs to the groups;
- (e) Meets with the AWSC to get the reaction of the groups to the report and to hear ideas on other pertinent matters;
- (f) Polls a cross-section of DRs and GRs between Conferences if requested by the WSO;
- (g) Sends the WSO Conference Administrator items to be considered for the Conference agenda as suggested by their groups;
- (h) Presides at the AWSC meeting or Assembly when the Chairperson is not present;
- (i) Sends the names and addresses of the AWSC members to the WSO Conference Administrator.

Section 2. Alternate Delegate

The Alternate Delegate:

- (a) Assists the Delegate;
- (b) Acquaints themselves with all the Delegate's duties so that if the Delegate is unable to finish their three-year term, the Alternate can step in to complete it;
- (c) Makes arrangements for the Assembly and AWSC meeting places, including planning for meals and lodging;
- (d) Sits on the Finance Committee

Application Questions begin on page 3

PLEASE COMPLETE THE FOLLOWING QUESTIONS FULLY (add additional pages as needed):

Name _____

Mailing Address _____

Primary phone number _____

Secondary phone number _____

Email address _____

Current Service Position _____

Continuous years of active membership in Al-Anon / Alateen _____

Continuous years of active service in Al-Anon / Alateen _____

Years served as District Representative _____

What other service positions have you held? _____

The Interim Alternate Delegate role does require some special computer and software skills.
Please describe your related skills in database software, spreadsheets, and website operations.

Please describe any other skills and knowledge you bring to the role as they relate to the
description in the PA by-laws and your understanding of the role responsibilities?

What has motivated you to seek the role of Interim Alt. Delegate?

What have you learned about yourself when working with others in service?

How do you plan to apply the spiritual principles of the Al-Anon program in the role as Interim Alternate Delegate?

Signature

Date

Submit to: Lori F., PA Area Chair

Email to: chair64@pa-al-anon.org —or—

Mail to: send email to ask for the mailing address

Thank you so much for your willingness to serve the PA Area Assembly of Al-Anon & Alateen