



WORKSHOP COORDINATOR

Requirements: 3 months of abstinence.

Term: 2 year commitment.

- Work with Intergroup to provide guidance to workshop leaders.
- Solicit requests for new workshop leaders and topics. Starting in September, send out emails and requests for proposals for new workshops in 2022.
- Instruct workshop leaders to adhere to OA's 36 principles (12 Step, 12 Traditions, 12 Concepts) and to reference only OA-approved literature.
- Assist with the workshop proposal submission (to be delivered to Intergroup 3 months prior to the scheduled workshop) including an outline of the intended workshop's purpose, plans, need for break-out rooms, time for sharing, and any deliverables or handouts.
- Provide Workshop Action Plan: develop content for promotional flyer; work with the Publicity coordinator to ensure broad communication about the workshop; gather workshop technical support staff (Zoom host, co-hosts, and time-keeper to monitor Zoom room and schedule); plan ahead for hand-out, podcast recoding, and/or YouTube video.
- For further information or to volunteer, please send email to info@oasv.org.

WHAT IS AN INTERGROUP?

When several meeting groups come together in an area, they soon realize that they can be more effective together rather than operate separately. Groups then may form an Intergroup that is directly responsible to the meeting groups it serves.

Intergroups arise from a need to provide service for a number of local meeting groups and to enable better dissemination of information about OA in a community. Typical services provided by an Intergroup can include:

- Providing a central telephone number for information about OA and the local meeting groups.
- Publishing regular newsletters or bulletins to keep meeting groups informed about one another and about upcoming OA events.
- Coordinating speakers, public information, and contact with the professional community.
- Maintaining a supply of conference-approved OA literature, as well as OA and AA books.
- Sending delegates to regional assemblies and to the [World Service Business Conference](#)

OA Definition of an Intergroup (IG): Land-based intergroups are composed primarily of groups within their region or groups within their geographical proximity (OASV Intergroup covers Santa Clara County, comprised of fifteen cities, as its geographical area, and is a part of the larger geographical area referred to as [Region 2](#)). Virtual intergroups are composed primarily of virtual groups. Intergroups can provide services to the individual groups more efficiently than groups by themselves. Intergroups also act as guardians of OA's [Twelve Steps](#), [Twelve Traditions](#), and [Twelve Concepts](#) of OA Service.

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