

SERVICE OPPORTUNITY – Area 8 Archivist

The San Diego-Imperial Area Assembly of Alcoholics Anonymous (SDIAA needs a trusted servant willing to serve as Area Archivist.

The Archives of the Area 8 Assembly of Alcoholics Anonymous is the repository of personal collections, manuscripts, publications, photographs and memorabilia related to the origin and the development of the A.A. Fellowship in the San Diego and Imperial Counties.

Consistent with A.A.'s primary purpose of maintaining our sobriety and helping other alcoholics to achieve recovery, the Archivist of the SDIAA will:

- Receive, classify and index all relevant material, such as administrative files and records, correspondence, and literary and artifactual works considered to have historical importance to Alcoholics Anonymous.
- Provide access of archived materials (in consultation with the Archives Committee) to members of Alcoholics Anonymous and to those of the public who may have a valid need to review such material with a commitment to preserve the anonymity of our members.
- Work in collaboration with the Archives Committee and attend all Archives committee meetings.

From the San Diego Imperial Area Assembly Structure and Guidelines:

(Page 9 Section VIII Paragraph C subparagraph 10.)

The Area Archivist is a member of the Archives Standing committee.

- a. The Archivist position will be a non-traditional rotating position for a period of four (4) years. The Archivist's performance will be reviewed every two (2) years by the Archives Committee for approval of continued tenure. At the end of the four (4) year term, renewal for a second term of two (2) years is permitted following such a review. The Archivist may not hold a concurrent position in the Area Assembly nor Intergroup.
- b. Selection of the Archivist will be made by the Area Committee.
 - (1) The Archives Committee will advertise the position per its guidelines.
 - (2) A screening Committee composed of representatives from the Archives Committee, Area Officers, and past officers with Archives experience will review applications.
 - (3) The screening Committee will make recommendations to the Area Committee where final selections will be made by the Area Committee vote.
- c. It is suggested the Archivist have ten (10) years sobriety and have service experience at the Area or Intergroup level. It is desirable to have some familiarity with archival procedures and the willingness to learn. All donations to the Archivist during his/her term are donations to the SDIAA archives by definition.
- d. The Area Archivist is a voting member at the Archives Committee and the Area Assembly.

All interested and available members are invited to apply. "The most important qualification is willingness."

Please send your resumes with service history no later than October 15, 2013:

SDIAA California Area 08 Archivist Selection Screening
P.O. Box 3670
San Diego, California 92163

OR

EMAIL: Archives@area8aa.org