Edinburgh and Midlothian Intergroup
Service Role Descriptions

INTERGROUP CHAIR

Purpose of the Role

The Intergroup Chair facilitates Intergroup meetings and supports the group conscience process. The role helps ensure that meetings are conducted effectively, inclusively, and in accordance with AA Traditions, enabling the Intergroup to serve its member groups and carry the AA message.

Term: Typically a three-year term, to be confirmed by the Intergroup

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Qualifying Requirements

- **Active AA Membership** – A member of Alcoholics Anonymous with a good working knowledge of the Twelve Traditions and Concepts.
- **Period of Sobriety** – Usually a minimum of two years' continuous sobriety, as agreed by the Intergroup.
- **Leadership and Facilitation Skills** – Ability to chair meetings fairly, encourage participation, and manage discussion constructively.
- **Service Commitment** – Willingness to prepare for and attend Intergroup meetings and to serve for the agreed term.

Key Responsibilities

Chairing Meetings
Chair Intergroup meetings in a calm and impartial manner, ensuring meetings are orderly, focused, and inclusive.

Group Conscience
Facilitate informed group conscience decisions while respecting minority viewpoints and AA Traditions.

Agenda Setting
Work with the Secretary to prepare meeting agendas and prioritise Intergroup business.

Coordination of Officers
Support and coordinate Intergroup officers, helping ensure service roles work together effectively.

Representation and Liaison
Represent the Intergroup where appropriate and maintain good communication with Regional and National service bodies.

Continuity and Mentorship
Support incoming officers and help ensure a smooth handover at the end of the term.

Notes

The Intergroup Chair provides trusted leadership in service, helping the Intergroup function effectively for the benefit of local AA groups.