

## **ARTICLE 13. REQUIREMENTS FOR ELECTED PARTICIPANTS**

### **SECTION 13.1 REQUIREMENTS FOR ALL POSITIONS.**

- (a) Personal time and ability to perform the duties specified (see Article 12. Duties Of Officers).
- (b) Willingness and the desire to serve.
- (c) The clean time and service experience stated below.
- (d) Understanding of and practical experience with the 12 Steps, 12 Traditions, and 12 Concepts of Narcotics Anonymous, NYCASC guidelines and Robert's *Rules of Order*.
- (e) Maintenance of clean time throughout the term of office.
- (f) May hold no other NYCASC elected or representative position unless approved by a two-thirds majority vote of the NYCASC.

### **SECTION 13.2 CHAIRPERSON.**

- (a) 5 years clean.
- (b) One to two years service experience at the Area level, preferably including a term as Vice-Chairperson.
- (c) Must be capable of conducting a business meeting with a firm hand, a calm spirit, and a clear mind.

### **SECTION 13.3 VICE-CHAIRPERSON.**

- (a) 4 years clean.
- (b) One year minimum service experience at the Area level.

### **SECTION 13.5 ALTERNATE TREASURER.**

- (a) 4 years clean.
- (b) One year minimum service experience at the Area level.
- (c) Experience in business, accounting, bookkeeping or as a successful group/committee treasurer.
- (d) Financially secure and good at managing personal finances.
- (e) Demonstrated trustworthiness.

### **SECTION 13.6 SECRETARY.**

- (a) 2 years clean.
- (b) Previous service experience at the Area level.
- (c) Typing skills and access to word processor helpful.

### **SECTION 13.7 REGIONAL COMMITTEE MEMBER.**

- (a) 5 years clean.
- (b) Two years minimum service experience at the Area level with one year as RCM Alternate.

### **SECTION 13.8 RCM ALTERNATE.**

- (a) 4 years clean.
- (b) One year minimum service experience at the Area level.

### **SECTION 13.9 SUBCOMMITTEE CHAIRPERSON.**

- (a) 3 years clean.
- (b) One year minimum service experience at the Area level, preferably on the subcommittee they are nominated to chair.

**SECTION 13.10 WEBSITE TECHNICAL COORDINATOR.**

(a) 3 years clean.

(b) Experience in open source web site technology skills such as html, content management software (wordpress), PHP, and inter-networking.

**SECTION 13.11 WEBSITE CONTENT COORDINATOR.**

(a) 2 years clean.

(b) Computer competency, willingness to learn; knowledge of wordpress and use of a scanner helpful but not required.

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**SECTION 13.12 MEETING LIST COORDINATOR.**

(a) 3 years clean.

(b) Previous service experience at the Area level.