

**SOUTHEASTERN PENNSYLVANIA INTERGROUP ASSOCIATION (SEPIA)
DUTIES OF DIRECTOR AND ASSISTANT DIRECTOR OF**

**COOPERATION WITH THE PROFESSIONAL
COMMUNITY COMMITTEE (CPC)**

Revised June 2020

The Director of the CPC Committee is SEPIA's primary contact with the professional community of doctors, nurses, lawyers, clergy, law enforcement, etc., to acquaint them with what A.A. is, what it is not, and what it has to offer alcoholics.

The committee reaches out to let the professional community know that we are available to bring the message to them and their students, so that they will be informed about A.A. when and if they come into contact with persons who have problems with alcohol.

It is very important that the committee operates entirely within the Twelve Traditions of A.A., always aware of the principles of "cooperation without affiliation", and "attraction rather than promotion."

The Director of CPC is responsible to recruit and maintain a committee of experienced A.A. members who are willing to learn about CPC. It is important that enough committee members be available to attend and participate in presentations to the professional community and to escort students of the profession to open A.A. meetings.

The Director of CPC maintains a current roster of available committee members and is responsible to arrange timely response and implementation to requests for presentations and/or escort of students to open meetings.

The Director of CPC informs G.S.O. of our activities and as appropriate, maintains contact with other CPC Committees in A.A..

The Director and Assistant Director shall prepare and submit a budget to the Finance Committee by September 1 for the upcoming year.

The Director of the of CPC Committee maintains regular, ongoing communication with the Zone's Liaison and/or Coordinator.

The Assistant Director is involved in and assists the Director in all CPC Committee activities.

Page 2

CPC Job Description

The Director of CPC or the Assistant Director chairs each CPC presentation whenever possible. If neither can chair an event, the Director or Assistant will select a member to chair, usually a past Director of CPC.

The Director and Assistant Director attend all Steering Committee meetings and functions, the CPC Committee meeting and all five Zone Intergroup Representative (IGR) meetings on a rotating basis, and present a report of CPC activities at each meeting.

The Director and Assistant Director support and attend all Special Events including the Round-Up, the Share-A-Day event, the Gratitude Breakfasts, the Dinner Dance, and all other events sponsored by the SEPIA Special Events Committee. They also support the Unity Committee events whenever possible.

The CPC Committee meets on the first Monday of each month at the Intergroup Office, or at another designated five-county area location if necessary.