

TERMS OF REFERENCE OF THE ELECTRONIC COMMUNICATIONS SUB COMMITTEE (ECSC)

Approved May 2016

OBJECTIVE

To maintain, develop and monitor the AA website and associated IT services. To ensure that adherence to the Traditions is maintained throughout and to promote our Primary Purpose. To keep a constant review of the facilities offered and to update and improve the service in accordance with best working practices and the needs of the Fellowship.

GENERAL AIMS

- To provide a Newcomers area for initial contact via the internet and to answer emailed enquiries - steering potential new members towards the Telephone Service.
- To provide advice, facilities and, if needed, assistance to Discipline Sub Committees setting up/updating/maintaining web-pages on the AA GB website.
- To maintain the benefit of efficient and effective electronic communications within the Fellowship, by providing support to the Regional and Intergroup Electronic Communications Liaison Officers.
- To maintain a repository of Fellowship material in a manner which allows access by the Fellowship.
- To Administer the On-line Response Service (ORS) in line with Chapter 3 of the AA Service Handbook.

THE SUB COMMITTEE COMPOSITION

The Sub Committee is made up of the following;

- General Service Board member(s) with responsibility for the ECSC including but not limited to chairing the Committee.
- Up to 6 Fellowship members to serve as Committee Members for a period of 4 years, one of whom to be the AA Webmaster and another will be the ORS Administrator. The Webmaster is allowed to continue for a maximum of 2 more years if he/ she has served as a sub-committee member prior to becoming Webmaster.
- The requirement for the Webmaster role is 10 years continuous sobriety.
- The requirement for the ECSC member role is 5 years continuous sobriety.

SUB COMMITTEE MEETINGS

- The Sub Committee will meet approximately 4 times per annum, either at GSO, in York or electronically.
- In addition, the Regional Electronic Communications Officers (RECLOs) will be invited to a meeting in York, once per year to discuss all matters affecting Electronic Communications within the Fellowship.
- Occasionally, the ECSC will meet with other Subcommittees, when in York, to discuss any other service related aspects of Electronic Communications within the Fellowship.

SUPPORTING ROLE

- The ECSC acts as an electronic communications support layer to all service disciplines within Alcoholics Anonymous, Great Britain (including Continental Europe Region).