

Signature

Date Submitted

ECRPM RÉSUMÉ

GENERAL INSTRUCTIONS FOR ECRPM RÉSUMÉS:

- Resume is due at the World Service Office (WSO) postmarked no later than August 15.

BACKGROUND INFORMATION:

The 1995 World Service Conference (WSC) established an Executive Committee for Real Property Management (ECRPM) to manage the physical property of the World Service Office in Virginia Beach for a 15 year trial period.

ECRPM STRUCTURE:

The 5-member Committee includes:

- Director of Business Services/Business Manager;
- Chairperson of the Finance Committee;
- Three AI-Anon members who are not Trustees.

Note: The Executive Director and Chairperson of the Board are not ex-officio members of this Committee.

GENERAL INFORMATION:

A candidate must:

- Currently be an active AI-Anon member with at least **seven (7) years** of continuous membership.
- Have special skills and experience that include: areas of property management; finance; business; accounting; law; business administration; technology; or AI-Anon service beyond group level.
- Live within the World Service Conference structure.

Notes:

- Any AI-Anon member who is also a member of AA is not eligible to serve.
- Delegates to the WSC are not eligible to apply as candidates for ECRPM until one WSC has elapsed after their terms end.

MEETING INFORMATION:

- A Committee member needs to be available for meetings a minimum of four days during the year. Time depends on the responsibility which arises regarding the management of property **and** may include evening hours.
- The Chairperson of the ECRPM attends the WSC with voice limited to ECRPM business, but no vote.
- ECRPM meetings are held on a weekend in June and November. They do not meet at the same time that the Board or the Executive Committee is in session. The Board of Trustees approves any change in meeting schedule.
- ECRPM members are expected to spend time reviewing essential documents and material prior to meetings and as necessary to maintain sufficient knowledge of the operation of the property in cooperation with the Director of Business Services.
- An ECRPM member must be readily available to the Chairperson of the ECRPM and the Director of Business Services.

SPECIAL ABILITIES OR ASSETS FOR CANDIDATES:

- A thorough understanding of the Twelve Traditions, Twelve Concepts of Service, and AI-Anon policies.
- The **ability** and willingness to make difficult decisions, participate in group processes, and originate ideas and proposals in regard to property management while being able to work as a team member.
- The ability to accept criticism and to modify one's ideas to reach solutions.
- Property/facility management is not essential.

SOME THINGS TO CONSIDER:

- ECRPM members are to relinquish all AI-Anon activities beyond the group level during their term.
- Be willing to share a sleeping room with another Committee member.

THANK YOU FOR YOUR INTEREST.