



# Monterey Bay Area Intergroup of Alcoholics Anonymous

## Welcome to the Monterey Bay Area Intergroup of Alcoholics Anonymous

Dear Intergroup Representative,

Welcome, and thank you for stepping into this important service role! By serving as your group's Intergroup Representative, you're helping to keep Alcoholics Anonymous strong and connected in our local area.

The Intergroup is a vital link between individual AA groups and our Central Office. It ensures that information, resources, and support flow both ways between your group and the broader AA community.

We're here to help you succeed in your role. Whether you are brand new to service or have been around the rooms for a while, this packet is designed to give you the tools, information, and support you need to feel confident in representing your group.

Please don't hesitate to reach out if you have questions or ideas. We're glad you're here.

With gratitude,

Oliver

Central Office Administrator

(831) 373-3713

[info@mbaiaa.org](mailto:info@mbaiaa.org)

## What is the Intergroup?

Intergroup exists to serve AA groups in our area and to help carry the message of recovery to the alcoholic who still suffers. Our Intergroup coordinates local services that are too large for individual groups to manage on their own, such as running the Central Office, maintaining the meeting directory and website, coordinating 12th Step calls, organizing events, and more.

It is made up of representatives from local AA groups, a Steering Committee, and trusted servants from various service committees. Everyone works together to keep the lines of communication open and ensure AA remains available and accessible in our area.

## What Does an Intergroup Representative Do?

As an Intergroup Rep, you serve as the communication bridge between your home group and the Intergroup.

Your responsibilities include:

- Attending monthly Intergroup meetings (2<sup>nd</sup> Tuesday of every month) and participating in discussions and votes.
- Reporting Intergroup news and updates back to your group.
- Bringing your group's questions or concerns to the Intergroup meeting.
- Sharing information about service opportunities, events, and literature from the Central Office.

You don't have to do it all alone—there are alternate reps, committee chairs, and Central Office staff available to support you. Your participation helps keep our local fellowship informed, united, and strong.

## Tools for the Intergroup Rep

### Monthly Report Template

Here's a simple format you can use when reporting back to your home group:

Intergroup Highlights – [Month/Year]

- Central Office updates:
  - [Example: New literature or announcements]
- Upcoming events:
  - [Example: Unity Day, Birthday Meeting, etc.]
- Committee reports:
  - [Example: H&I, PI/CPC, 12<sup>th</sup> Step]
- Service opportunities:
  - [Example: Volunteers needed at Central Office or for H&I]
- Questions or feedback from your group:

### Suggested Announcement Script

Feel free to adapt this to your group's format and tone:

"Hi everyone, I'm [Your Name], and I'm serving as our Intergroup Rep. Intergroup is a service body that supports AA groups in our area by coordinating efforts like the meeting schedule, the Central Office, literature, and 12th Step calls. We meet monthly to share updates and coordinate local services. This month, Intergroup is working on [brief summary – optionally use template above]. If you or anyone in the group has feedback, questions, or wants to get involved, let me know and I'll bring it back to the next meeting."

### Frequently Asked Questions

- Q: What if I can't make an Intergroup meeting?

A: If possible, arrange for an alternate rep to attend. Otherwise, email or call the Central Office to share any updates or concerns.

- Q: Do I vote on behalf of my group?

A: Yes! Reps vote on Intergroup matters. It's helpful to bring back key issues to your group for discussion when time allows.

- Q: Do I need to report something every month?

A: Not necessarily—but it's helpful to stay engaged. Even short updates keep your group connected.

- Q: Can my group submit events or flyers to Intergroup?

A: Absolutely! Contact the Central Office to share your group's announcements, events, or flyers for distribution.

### Helpful Tips

- Bring a notebook or use your phone to jot down highlights at each Intergroup meeting.
- Share flyers, newsletters, or announcements with your group (print or email). Printable materials will be included in the IGR meeting packet.
- Stay in touch with your group's alternate rep or secretary so nothing falls through the cracks.
- Don't be afraid to ask questions—your participation matters!

## Recommended AA Pamphlets for Intergroup Reps (with Links)

### The A.A. Group (P-16)

**Link:** <https://www.aa.org/aa-groupwhere-it-all-begins>

A foundational pamphlet explaining how AA groups function, including group roles, conscience, and autonomy.

### Inside A.A. (P-18)

**Link:** [https://www.aa.org/assets/en\\_US/p-18\\_insideaa.pdf](https://www.aa.org/assets/en_US/p-18_insideaa.pdf)

A simple overview of AA's service structure, showing how the program is carried through various service levels.

### G.S.R. (P-19)

**Link:** [https://www.aa.org/assets/en\\_US/p-19\\_gsr.pdf](https://www.aa.org/assets/en_US/p-19_gsr.pdf)

Explains the role of the General Service Representative, giving context for how AA's service triangle works and how GSRs and IGRs differ.

## **Twelve Traditions Illustrated (P-43)**

**Link:** <https://www.aa.org/twelve-traditions-illustrated>

A visual and accessible guide to AA's Twelve Traditions. Helpful for understanding group principles and maintaining unity.

## **The Twelve Concepts Illustrated (P-8)**

**Link:** <https://www.aa.org/twelve-concepts-world-service-illustrated>

A simplified version of the spiritual principles that guide AA's world service structure. Especially useful for those in service positions.

## **A.A. in Your Community (P-31)**

**Link:** <https://www.aa.org/aa-your-community>

Describes how AA works and interacts with the public. Useful for answering common questions from newcomers or non-members.

## **Do You Think You're Different? (P-13)**

**Link:** <https://www.aa.org/do-you-think-youre-different>

A pamphlet of personal stories for people who feel they may not belong. Good reminder of our mission to carry the message.