

Alcoholics Anonymous District 90

ARCHIVIST/ARCHIVES CHAIRPERSON
Revised Job Description 2018

Position Duties/Responsibilities:

1. Record and maintain the documents and records of the District, including oral and group histories.
2. See records and artifacts, including literature and tapes, by means of donations from members and relatives – anything pertaining to District 90 history.
3. Organize the archives collections as a District resource, making information accessible in a timely manner.
4. Support the Archives Committee in defining and developing policies directly related to its work as a standing Committee.
5. Educate the fellowship in the District about the importance of preserving the District's history.