**Position: Chairperson**

**Responsibilities:**

●  Facilitate meeting as scheduled

●  Follow WIR script

●  Adhere to WIR ​*Guidelines For Chairpersons*

●  If unable to host their assigned time slot, Chairpersons are responsible for finding their own backup. The backup must be either a current or past Chairperson and may be selected from Chairperson's own personal network.

●  The Chairperson Coordinator will open up for reassignment the time slot of any Chairperson who misses three consecutive meetings and doesn't coordinate a backup.

●  It is recommended the Chairperson Coordinator be given as much notice as possible should a Chairperson need to step down prior to their agreed service length.

●  Chairpersons may sign up for another time slot upon completion of a maximum term. Chairpersons may chair more than one time slot.

●  Chairperson Coordinator has the discretion to extend a Chairperson's maximum term length until a new Chairperson can be assigned.

●  Regularly attend monthly WIR Business Meeting.

**Requirements:** ​60 days continuous sobriety from marijuana and all its derivatives including THC and CBD, 30 days attending phone meetings

**Term Length:**​ minimum: 6 months maximum: one additional term

Approved at WIR Business Meeting 2-5-20