

## **Position: Chairperson**

### **Responsibilities:**

- Participate in orientation session
- Facilitate meeting as scheduled
- Follow MAWPM script
- Adhere to MAWPM *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 or from the Backup List located on the MAWPM website
- The time slot of any Chairperson who misses three consecutive meetings and doesn't coordinate a backup may be opened up for assignment by the Chairperson Coordinator
- It is recommended that Chairpersons give 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
- A Chairperson's maximum term length may be extended by the Chairperson Coordinator until a new Chairperson can be assigned
- Regularly attend monthly MAWPM Business Meeting
- Attend annual chairperson refresher

**Requirements:** 60 days continuous sobriety

**Term Length:** minimum: 3 months  
maximum: three additional terms

Revised 6-9-24