



## Al-Anon District 7 Service Center

939 Office Park Road, Suite 113

West Des Moines, IA 50265

(515) 277-5059

The Al-Anon Service Center provides the following services:

- Sells Al-Anon and Alateen literature
- Answers phone calls from potential members
- Provides office amenities to Group Representatives (computer, copy machine, internet access)

Three Al-Anon meetings are held at the Service Center each week. The Board of Trustees and other committees also utilize the space regularly for business meetings.

Expenses of the Service Center include rent, phone, internet, basic office supplies, etc. Income is based on literature sales and group donations and is required to ensure the ongoing existence of the Service Center.

### How Can You Help?

1. Volunteer!!! Volunteers are what make it possible for the district to maintain this literature depot.
2. If your group is able, please consider increasing your financial contributions to the Service Center.

### Responsibilities of a Volunteer

All volunteers will receive training before they sign up as an independent volunteer. Volunteering includes:

- Working at the Service Center for a two (2) hour shift
- Answering the phone if it rings and providing callers with information about where to find meetings
- Selling literature to members that come to the office while you are there
- Calling the volunteer for the next shift as a reminder (NOTE: if volunteering online, the volunteers will automatically get an email reminder)

### Hours of Operation / Volunteer Shifts

Tuesday	3:00 pm – 5:00 pm	
	5:00 pm – 7:00 pm	
Thursday	3:00 pm – 5:00 pm	
	5:00 pm – 7:00 pm	*** greatest need is this time slot
Saturday	10:00 am – 12:00 pm	

### How to Volunteer

1. Sign up online at <https://al-anondesmoines.org/>.
2. Call the Service Center when it is open and ask the volunteer to write your name on the paper volunteer calendar for an open shift.
3. Call the volunteer coordinator at 515-421-0977.

If you need training to volunteer at the Service Center or have additional questions, call/text the volunteer coordinator (Adrianna B.) at 515-421-0977 or email [volunteer@al-anondesmoines.org](mailto:volunteer@al-anondesmoines.org).

### Upcoming Shifts Not Yet Filled

Thursday, February 6 – 3:00-5:00pm	Saturday, February 22 – 10am-Noon
Thursday, February 13 – 5:00-7:00pm	<del>Thursday, February 27 – 5:00-7:00pm</del>
Thursday, February 20 – 3:00-5:00pm & 5:00-7:00pm	Saturday, February 29 – 10am-Noon