

**Procedure for Submitting Resumes for CT Area LDC Finance Committee Membership**

CREATED 7/19/17

Approved by CT Al-Anon Family Groups Services, Inc. Board of Directors 1/31/18

1. *An announcement of an opening(s) for Finance Committee Members will be sent out by the LDC Treasurer/Finance Committee Chairperson to the Area and be posted on the CT Al-Anon website*
2. *Qualifications for the position of Finance Committee Member are available on the CT Al-Anon website on the Board of Directors page (There is nothing posted currently because there has never been a separate document of qualifications)*
3. *Members interested in serving as a member of the LDC Finance Committee will submit a resume to the LDC Treasurer/Finance Committee Chairperson*
4. *The resume should include Al-Anon service experience as well as business world experience related to the position.*
5. *Once received and reviewed by the LDC Treasurer/Finance Committee Chairperson the resumes will be presented to all LDC Finance Committee members for a vote of confidence*
6. *If a vote of confidence is received the LDC Treasurer//Finance Committee Chairperson will send out a letter of congratulations to the selected candidate(s) and a copy to all members of the Finance Committee and the Board of Directors*
7. *A letter of regret will be sent to any candidates who were not selected*