

DISTRICT 5

ALTERNATE DISTRICT COMMITTEE MEMBER CHAIR (ALTERNATE D.C.M.C.) DUTIES

As Per District 5 Guidelines
Revision I: October 11, 2021 (Pgs. 6 & 7)

Article VII. Duties of District Officers

B. Alternate District Committee Member Chair (Alternate D.C.M.C.)

1. Assist the D.C.M.C. to maintain an effective service structure throughout the District.
2. Substitute for the D.C.M.C. when necessary.
3. Attend all meetings of the District 5 Committee and the District 5 Steering Committee.
4. Attend all Area Service Committee meetings, Area Assemblies, the Servathon, the Pre-Conference Workshop, and the Foro de M.S.C.A.
5. Participate as a member of the District Steering Committee, the Area Service Committee, and the Assembly.
6. Participate as a member of the District Election Committee.
7. Chair District special project committees.
8. Submit reports on District special service project committees.
9. Contact all District Officers, Subdistrict D.C.M.s, and Standing Committee Chairs each month and advise them of the date and time of the forthcoming District Steering Committee meeting, the District Committee meeting, and the next M.S.C.A meeting.
10. Service Sponsor* replacement to ensure an orderly transfer of responsibilities.

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