**Bylaw Committee Chairperson** *Not listed in Bylaws IV.2, IV.3*

Term: not specified

Maximum three consecutive years as Bylaw Committee Chairperson.

 *Based on Bylaw V.3 by analogy*

Qualifications: *Based on Bylaw VII.3 by analogy*

1. OA membership: 6 months

2. Abstinence: 3 months

3. Intergroup service: 6 of the last 8 months

If no qualified candidate is available, these requirements may be modified by the Intergroup Assembly. *Based on Bylaw V.5, VII.9 by analogy*

Duties:

1. Attend Intergroup Assembly and Executive Board meetings.

2. Chair a committee to review Intergroup bylaws for compliance with suggested bylaws provided by Region 2 and World Service.

3. Recommend bylaw changes to Intergroup Assembly.

4. Ensure 28 days’ notice of proposed changes to member groups and Executive Board per Bylaw X.1.

5. Ensure bylaw amendments are approved by a 2/3 vote of the Intergroup Assembly per Bylaw X.1.

6. Update bylaws consistent with Intergroup Assembly decisions, maintain current copy of bylaws in appropriate Dropbox folder, and send copy of updated bylaws to Region 2.

7. Upload documents relevant to Bylaw Committee members and future Bylaw Committee Chairpersons to appropriate Dropbox folder.

*Duties are based on “IG-Bylaw Committee.jpg” in “Service Position Descriptions” Dropbox folder.*

*NOTES:*

*Should this be a permanent position or only as needed? I have revised the Chairperson job description to include the duty: “Ensure bylaws are followed and convene Bylaw Committee if changes are needed.”*