



The State Association shall have its own duly elected male and female Chapter Services Chairpersons. Only current members of an Oxford House within the State are eligible to be elected. The Chapter Services Chair position is decided by vote once per year. There is a two-term limit in honor of the spirit of rotation.

CHAPTER SERVICES CHAIR (CSC) DUTIES

- ▶ The Chapter Services Chair will serve the Chapters within the State Association.
 - Attend chapter meetings and offer guidance, support, and training when necessary.
 - Work closely with Chapter officers and the Housing Services Committee in each area.
 - Assist Chapters with training members, organizing events, and planning fundraisers.
 - Assist Chapters with opening new houses and working with struggling houses.
 - Attend community events to help propagate the message of Oxford House.
 - Represent Oxford House at conferences, presentations, and meetings within the community.

- ▶ The Chapter Services Chair shall attend all State Meetings and events.
 - Give a full report of all activity at each State Association Meeting.
 - Work closely with other State Association officers to serve the region.
 - Organize and lead sub-committees, when necessary, to carry out special projects.

- ▶ The Chapter Services Chair will be an example to others.
 - Active participation in a recovery program
 - Basic understanding of the Oxford House Model, including the Manual and Traditions
 - Upstanding member of Oxford House
 - Ability to place principles before personalities
 - Leadership qualities focused on service rather than governance
 - Willingness to show support when needed.