

**Please direct all
communications to:**

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Announcement

Date: September 23, 2021

To: Prospective Applicants – A.A. Director of Communication Services

From: Stephanie Lyles, Senior Director of Administration and Strategy

Dear Friends,

Applicants are being sought for a Director of Communication Services at the General Service Office of the U.S. and Canada. The Director of Communication Services is responsible for the strategy, budget, planning, execution, and production of the Communication Services department and supports the mission of the General Service Board, A.A. World Services, Inc., and AA Grapevine, Inc. This director collaborates with G.S.O. and AA Grapevine staff as it relates to communications projects. This role provides leadership and day-to-day management of the Communication Services department employees; oversees the A.A. website and app administration; is responsible for the development and implementation of various communications digital products and initiatives; and maintains professional relationships with outside consultants and vendors.

Desirable qualifications include excellent writing/editing and verbal communication skills; experience developing and implementing communications strategies; ability to serve as a unifying force and to position communications discussions at both the strategic and tactical levels. Extensive knowledge and comprehension of A.A.'s Twelve Traditions, the A.A. Service Structure and the role of the A.A. World Services, AA Grapevine, and General Service Boards will be essential. In addition to strong relevant professional skills, A.A. service experience will be taken into consideration, along with a willingness to relocate to the New York City vicinity, if necessary. A minimum of ten years sobriety is required. This opening is currently available.

A.A.W.S. is committed to creating a diverse work environment and is proud to be an equal opportunity employer. All qualified candidates are encouraged to apply. We will welcome applications up to October 30, 2021. Interested members may apply at <https://recruiting.paylocity.com/recruiting/jobs/Details/717955/Alcoholics-Anonymous-World-Services-Inc/Director-of-Communication-Services>.

Please address any questions regarding the nature of the job to Stephanie Lyles, Senior Director of Administration and Strategy at lyless@aa.org. Questions regarding benefits and related matters should be directed to Sareen Pearl, Human Resources Director, at pearls@aa.org.

We hope you will share this notice with members who are interested in serving on our staff and meet the requirements outlined above. Your friends here join me in sending love and gratitude to you, along with our warmest good wishes.