

AFG, Inc. Trustee Application Questions

Skills & Knowledge

1. What skills, expertise, or experience do you bring that would strengthen the work of the Al-Anon Family Group Headquarters, Inc. (AFG, Inc.) Board of Directors, and how did you develop them? How would you apply this knowledge to contribute effectively to the Board's responsibilities and goals?
2. What experience do you have serving on a corporate or non-profit board or committee? Along with the roles you have held, include details of your areas of responsibility, the type of work you performed, and examples of how you contributed to the board or committee objectives.
3. Share a situation where you had to make a difficult decision involving ethical considerations.
4. How do you handle conflicts or disagreements within a team setting?
5. Describe your experience engaging in conversations with people who hold differing opinions or perspectives, or who come from socioeconomic or cultural backgrounds different from your own. What approaches have you found effective for listening, responding appropriately, and maintaining a respectful and productive dialogue, especially when the conversation becomes challenging or difficult?
6. Provide an example of a time when you were able to lead a committee or taskforce resulting in a positive impact.
7. Describe your familiarity with the financial aspects of organizations, such as reading financial statements and budgets.
8. Describe the largest audience to whom you have presented, including estimated number of attendees, presentation format, and what strategy you used to engage your audience.
9. Should you move forward in the application process, a technology-based assessment will be required. Keeping this in mind, share your most recent experience using each of the following Microsoft productivity tools (or equivalents) and how you utilized the technology to complete a specific task or project. (Please indicate 'no experience' if you are not familiar with the tool.)
 - a. Microsoft PowerPoint (or equivalent)
 - b. Microsoft Word (or equivalent)
 - c. OneDrive (or equivalent such as Google Docs)
10. Share any experience you have evaluating the performance and/or managing disciplinary matters for employees, particularly senior level employee(s).
11. Please share with us if you are fluent in any languages beyond English:

- Spanish
- French
- Other (please specify) _____
- No other languages

Vision, Mission, and Strategic Plan

12. Describe your understanding of the AFG, Inc. Mission. How have you applied the Mission into your service within Al-Anon, and in what ways do you carry its principles into your actions and relationships outside of Al-Anon?
13. How do you understand the role of an AFG, Inc Board member in contributing to the organization's long-term strategic planning and decision making? What is your understanding of the World Service Office (WSO) and offer your perspective on its function and significance within the AFG, Inc.
14. What are the biggest challenges facing Al-Anon Family Groups?
15. Describe how you stay up to date on topics related to diversity and inclusion. What is your perspective on the role diversity and inclusion should have within AFG, Inc., and how do you believe these principles should be effectively applied to support a more inclusive Board, organization, and service structure.

Trustee Responsibilities & Commitments

16. What do you think is the most important role of a board member for AFG, Inc.?
17. What has motivated you to consider the position of Trustee?
18. How would you balance your responsibilities as a board member with your other commitments?
19. Describe your approach to actively participating in gathering feedback and seeking mentorship to improve your presentations, workshops, and sharings before they are presented. How do you determine what feedback to incorporate when receiving constructive criticism about your work?
20. Describe specific Tradition(s), Concept(s), or spiritual principles and how you utilized them to accept and support a recent change in Al-Anon policy, practice, or procedure.