

# OUTREACH POLICY

## A. The Idea of Outreach

The intent of Outreach is simply to ensure that any group, meeting, or addict who wishes, can be linked to our service structure, receive services and participate in the NA service structure.

## B. Function and Purpose

To assist in carrying the NA message to the still suffering addict, thus supporting the continuing growth and unity to the fellowship. It is suggested that additional information about the Outreach Subcommittee may be found in applicable World Service and Regional Service documents. The subcommittee will carry on its purpose and function by:

- I. Purpose-To assist in carrying the NA message to the still suffering addict, thus supporting the continuing growth and unity of the fellowship of NA.
- II. Function-To act as a resource and a coordinator in reaching out to:
  - A. Loners and isolated groups
  - B. Loners and isolated groups in institutions
  - C. Struggling groups
  - D. To reach out to groups that have not been attending ASC meetings on a regular basis and to encourage participation through education.
  - E. To provide orientation for new GSRs.
- III. Goals-To provide a link to the NA fellowship by:
  - A. Identifying needs
  - B. Providing information
  - C. Assisting in communication efforts

## D. Outreach Committee Structure

Any member of NA may belong to the Outreach Committee. The committee requests participation from each group. Voting members consist of those who have attended two consecutive meetings. An acting "Outreach Committee Representative" shall have six months clean time and it is suggested that an Outreach Committee member never work alone. The group booklet states that "Alternate GSRs, along with others also serve Area Subcommittees". The Capital Area Outreach Committee encourages NA member support.

### I. Qualifications and Responsibilities of Committee Trusted Servants

#### A. Chairperson

1. Is nominated by the committee body to be elected into position by the ASC. Requirements for this position are:
  - a. Two years of continuous abstinence from all drugs
  - b. Willingness to commit to the position for one year.
  - c. Must have a working knowledge of the Twelve Traditions through application.
  - d. One year prior service experience.
2. Mediates all meetings of the subcommittee with a general understanding of parliamentary proceedings.
3. Prepares a report for each ASC meeting and makes all motions on behalf, and is the voice, of the Outreach Subcommittee.
4. Coordinates and is responsible for all work done by the subcommittee.
5. Is available to answer questions from the Area's groups.
6. Prepares a budget with the subcommittee to be submitted for the approval of the ASC for each upcoming period as outlined in the ASC guidelines.
7. If necessary, may be removed by the ASC as outlined in its policy.

## B. Vice-Chairperson

1. Is elected by the Outreach subcommittee. Requirements for this position are:
  - a. One year of continuous abstinence from all drugs.
  - b. Willingness to commit to the position for two years. The first year of service is becoming familiar with the job of Chair, attending all Outreach Subcommittee meetings, and filling in for the Chairperson if he or she is absent, or, if for any reason is unable to complete his or her term of office.
  - c. Must have a working knowledge of the Twelve Traditions through application.
2. Must attend all meetings of the Outreach Subcommittee as well as the ASC.
3. Work with the Chairperson to ensure the smooth operation of the Outreach Subcommittee.
4. Performs the duties of the Chairperson in his or her absence.
5. If necessary, may be removed by 2/3 vote of the Outreach Subcommittee.

## C. Secretary

1. Is elected by the Outreach Subcommittee. Requirements for this position are:
  - a. Six months continuous abstinence from all drugs.
  - b. Willingness to commit to the position for one year.
  - c. Must have a certain amount of clerical skills.
  - d. Must have access to a computer or typewriter.
  - e. Must have 90 days prior service as an Outreach Subcommittee member.
2. Must keep an accurate set of minutes off all Outreach Subcommittee meetings and learning sessions (topics discussed). The minutes should be ready for approval of the Chairperson within 14 days for distribution to all subcommittee members.

3. Coordinates and keeps records, files and archives of the subcommittee.
4. Keeps an updated list of all active members of the Outreach Subcommittee.
5. Works with the Chairperson to ensure the smooth operation of the Outreach Subcommittee.
6. If necessary, may be removed by 2/3 vote of the subcommittee.

#### D. Outreach Members

1. Have a working knowledge of the Twelve Traditions through application and carry the message of NA.
2. As with any service in our fellowship, never work alone. The ideal situation is to have another subcommittee member with you.
3. Be positive and supportive of the Group. If there is a problem, take it back to the subcommittee and ask for suggestions.

#### D. What Outreach is Not

It is important to remember that the focus of Outreach is to assist groups to sustain themselves. Outreach is not intended to be a committee that starts new meetings. For Outreach Committee members to become tied down supporting one meeting every week would be unfair to the Area and a disservice to the group. Committee members can assist the NA members who start meetings by temporarily attending, education, starter kits, announcements and registration. Successful Outreach Committees have avoided creating a structure that fosters dependency or set up an additional barrier to groups having direct contact with the rest of the fellowship service structure.

It is important for Outreach members not to “judge” groups in how they conduct their meetings. Outreach Committees need to remain clear that they are trying to help the groups and their mission is not to promote or enforce uniform understandings of traditions, service concepts, or proper NA language. Committee members so inclined should be encouraged to

trust that isolated group members will develop their own understanding of NAs principles through increased contact with NA as a whole.

Another pitfall to avoid is identifying with any political factions. Outreach is about group service and must avoid being perceived as taking sides in local controversies. It is important in Outreach visits to respect each group's autonomy. The integrity of the Outreach Subcommittee depends on its ability to provide unbiased, accurate information and then step aside let the group decide. This is particularly true when an Area group is to a point where dividing into more than one Area is being considered. The role of Outreach in this situation is simply to strengthen groups and develop ASC unity. Outreach should support whatever process the ASC chooses to guide its future and encourage the groups to make their own choices on issues.

For these reasons, the Outreach Subcommittee usually spends significant time discussing how to introduce themselves and clarify their function so as to avoid leaving any group feeling threatened. Outreach may visit, offer suggestions, gather information and even make recommendation. It is the responsibility of the local NA members, groups and the service committee to address issues.