

SEAZNA Outreach Guidelines

The body shall be known as the Southeastern Area Outreach Committee of Southeastern Area Arizona. The committee is made up of interested Narcotics Anonymous members from within Southeast Arizona. The Outreach Committee is a sub-committee of the Southeastern Arizona Area (SEAZNA) and is comprised of interested members and trusted servants from within the Southeastern Arizona Area. Members of the Outreach Committee shall be limited to Narcotics Anonymous members. It is suggested that they have a willingness to serve.

PURPOSE

To carry the message of recovery through Narcotics Anonymous and promote N.A. unity within the Southeastern Arizona Area of Narcotics Anonymous (SEAZNA). To serve as the Southeastern Arizona Area Service Committee (SEAZNA) representative to the Arizona Regional Outreach Subcommittee.

Outreach subcommittee members are often asked many questions about program development and World Service Office assistance from outlying community NA members. Persons with multiple years of recovery is a vital part of a successful road trip. It is the obligation of the Outreach Chairperson to inform outlying groups of our Area Service structure and what they can do to participate in Area service.

Outreach Committee Positions

1. Chairperson Requirements - Persons interested in the position of Outreach Chairperson may express their intent to run for the elected position at the annual Area Service Committee elections held each August.

- a) Minimum of two (2) years clean time is required.
- b) Suggested attributes for the position are having a strong NA message
Experience in the NA service structure and a willingness to travel out of town.
- c) It is suggested that if a member would like to chair this committee, and have less than two years clean time, they should take at least one NA member on each road trip has more than one (1) year clean in the Narcotics Anonymous program.

2. Vice-Chair

- a) Minimum of one (1) year clean.
- b) Assist the Chair as needed.
- c) Prepare to become Chair, if needed for following year.

3. Liaison

- a) Minimum of one (1) year clean.
- b) Familiar with all aspects of Public Relations Handbook.
- c) Represent the committee at Committee meetings that seem appropriate for the position.
- d) Ability to interact with public entities in a professional manner and abide by PI protocol.

4. Secretary

- a) Minimum of one (1) year clean. b) Fulfills all general requirements.
- c) Clerical skills necessary to do the job.
Duties
 - a) Keep accurate minutes of each regular subcommittee meeting.
 - b) Distributes minutes of the regular subcommittee meeting to subcommittee

5. Committee Members

- a) Any NA member may join an outreach road trip.
- b) Any NA member may vote at an Outreach Subcommittee meeting. c) There are no clean time requirements for outreach and all are encouraged to travel with the group.

B. Outreach Subcommittee Functions

- a. Contact or visit groups not represented at ASC meetings.
- b. Visiting groups, who have contacted the outreach subcommittee for support, within a reasonable time.
- c. Present Outreach workshops at learning events.
- d. Encourage members to become involved in sharing their experience, strength and hope by traveling with outreach.

Chairperson Duties

1. It is the Chairpersons responsibility to choose a monthly subcommittee meeting place.
2. It is the Chairpersons responsibility to create announcing monthly outreach road trips and presenting those flyers to the GSR's one month prior to each road trip.
3. The Chairperson is expected to reach committee consensus on monthly

- road trip destinations.
4. Monthly road trip destinations should rotate to a variety of towns in an attempt to equally share the lifesaving message of Narcotics Anonymous with as many small towns as possible in a 12 month period.
 5. The Chairperson may reserve the right to *cancel* an outreach road trip at the last minute if:
 - a) Road conditions are unsatisfactory.
 - b) Questionable reliability of volunteers and/or vehicles.
 6. At the September Southeastern Arizona Area meeting, the chairperson will submit a budget for the coming year to be approved by the Southeastern Arizona Area at the following meeting.

C. ASC Participation

1. Provide written report at the ASC meeting.
2. Electronically/Verbal information for GSR's to make weekly announcements.

D. Additional Outreach Considerations

1. "In Reach" is participating during in town meetings to show support.
2. Outreach may also be asked to organize an "In Bound" meeting.
This is when an addict cannot temporarily unable to get out of their house.
3. Coffee after a road trip meeting goes a long way in making the isolated group feel a part of NA.
4. Bring member phone lists for outlying communities and updated meeting lists is always appreciated.
5. Get old-timers involved in Outreach is a great way for members with time to share their service experience with the group.
6. Road trips are a great way to Fellowship and get connected with members from your local meetings too!

E. Annual Budget

1. There is only an up to \$30/mo. Reimbursement for travel.
2. It *may be necessary to request reimbursement for gas after a road trip outside Tucson city limits.*
3. 3) UPON REQUEST, a \$25 startup packet *can* be provided.