

**SVA Unity Learning Day
RCM Workshops
May 31, 2008**

The following report is a synopsis of the two small group workshops held at our learning day. Both workshops included breaking into small groups of five to seven members and working as one large group. The approximately 40 members present reflected a good cross section of our area and the local fellowship. Clean time ranged from a few days to over 20 years. There were members experienced in service and new to service. The age range was late teens to early 60's. We represented different races and ethnic groups and a large portion of our member homegroups were represented. These workshops are designed to lead in to further small group activities on the Fellowship Issue Discussion Topics from WSC 2006 and 2008. The workshops held were *Group Services* and *Accountability*. These workshops were originally developed by the Florida Region and we thank them for their service. Attached are the PowerPoint presentations for both workshops.

Workshop I: Group Services

The workshop began with an overview of group services based on 6 points from NA literature. These points were agreed on by the members present. These points are:

1. All members of a group are drug addicts, and all drug addicts are eligible for membership.
2. As a group, they are self-supporting.
3. As a group, their single goal is to help drug addicts recover through application of the Twelve Steps of Narcotics Anonymous.
4. As a group, they have no affiliation outside Narcotics Anonymous.
5. As a group, they express no opinion on outside issues.
6. As a group, their public relations policy is based on attraction rather than promotion.

The group added these points:

1. The group meets at a certain place at a certain time.
2. As a group, they are responsible to provide an atmosphere of recovery.
3. The group practices the principle of anonymity.
4. The group follows the Twelve Traditions.

We talked about the basics of an NA Group:

1. Open or Closed Meetings
2. Group Autonomy regarding type of meeting, readings, length of meeting, etc.
 - Participation Meetings
 - Topic Discussion Meetings
 - Study Meetings (Book, Step, Tradition, etc.)
 - Speaker Meetings
 - Newcomer Meetings
 - Question-and-Answer Meetings/ "Ask It Basket"
3. A meeting is not a group. NA meetings are events at which addicts share with one another their experience in recovery and in the application of the Twelve Steps. While many— if not most—NA meetings are in fact hosted by an NA group, other NA meetings occur all the time: informally among friends, at large area or regional speaker meetings, at conventions, in schools, institutions, and so forth.
4. The NA group is an entity; the NA meeting is an event; and NA meetings may be held without the sponsorship of an NA group.

The group talked about what it means to serve our home group and developed the following points:

1. Personally and as a group reaching out to the newcomer.
2. We must be committed and accountable.
3. Our group positions should be filled, doors should be opened.
4. We should make sure the group provides only NA literature and our speakers should be members of NA.
5. We should contribute to providing an atmosphere of recovery.
6. We should share our experience, strength and hope.
7. We should assist our group in communicating with other groups.

Every group needs people to ensure the group functions; we call them Trusted Servants. Most often those servants are: Secretary, Treasurer and Group Service Representative (and Alternate GSR). The group discussed what qualities were necessary to serve effectively in each position:

Secretary

According to the Group Booklet and the IP, The Group usually the person responsible to ensure the meeting place is opened on time, there is literature displayed, selecting a chairperson and, if needed, making coffee. In Philadelphia, this position mainly takes the minutes of the business meetings and group conscience meetings, does literature inventory. The exact duties vary from group to group.

According to our large group these are the qualities of an effective Secretary:

1. Literacy, penmanship, and organizational skills
2. Knowledge of NA vocabulary
3. Required clean time
4. Good attendance and punctuality
5. Committed, responsible, reliable and willing to serve
6. Honesty and integrity

Treasurer

This person has the responsibility of accounting for the funds collected from the meeting and making sure that the moneys are spent on group related expenses (literature, rent, supplies, and donations to ASC/RSC/WSC).

According to our large group these are the qualities of an effective Treasurer:

1. Continuous clean time
2. Basic math (use of a calculator) and organizational skills
3. Employment or source of income
4. Financially responsible
5. Integrity, honesty, reliability, living by spiritual principles
6. Commitment and willingness to serve
7. Ability to hold others accountable and to be accountable

GSR

This person acts as the connection between the group and the Area Service Committee (ASC) representing the group and serving the members of the area.

According to our large group these are the qualities of an effective Treasurer:

1. Understanding of the fundamentals of conducting business
2. Knowledge of the 12 Steps, Traditions, Concepts, and the Guide to Local Service
3. Committed, consistent, accountable, reliable and dependable
4. Patient, considerate, and well mannered, humble and willing to serve
5. Self assured, confident, thick skinned, and courageous
6. Willingness to be responsible to group conscience and not their own
7. Willing to exercise delegated authority
8. Transportation and resources to fulfill the commitment

The large group felt that all the positions required an NA sponsor, homegroup, working knowledge of the 12 Steps, and regular meeting attendance. The group discussed briefly about putting people in positions without these qualities, particularly people new to NA, and the consequences of those actions on the group.

Workshop II: Accountability

Dictionary definition of accountability:

1. The quality or state of being accountable; *especially* : an obligation or willingness to accept responsibility or to account for one's actions
2. Able to answer for one's conduct and obligations

Concept Four

Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.

Concept Five

For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.

As a large group we answered the following questions:

1. What does it mean to be accountable?
 - Willingness to accept responsibility
 - Being Consistent
 - Possessing integrity
 - Doing what you say
 - Being reliable
2. How would you define trustworthy?
 - Ability to follow through
 - Dependable
 - Honest
 - Ability to communicate
3. How would you define responsibility?
 - Sense of duty
 - Commitment
 - Ability to complete tasks
 - Fulfills obligations
 - Self motivated
 - Doing what you say

4. What makes a good leader/trusted servant?

- Integrity
- Consistency
- Humility
- Ability to listen
- Motivation
- Sense of humor
- Positive attitude
- Good delegation skills
- Patience
- Knowledgeable of the 12 Steps, Traditions, Concepts and Guide to Local Service
- Creativity
- Conviction
- Spirituality
- Compassionate
- Kind
- Productive
- Accountable for own behavior
- Objective
- Committed

5. How do we hold our trusted servants accountable?

- We ask questions
- We keep an ongoing conversation
- We provide education and guidance
- We check consistency
- We check up on them and remind them of their responsibilities
- We encourage them
- We set an example
- When necessary and as a last resort, we replace them
- We remember that we are ALL accountable to our Higher Power and ALL responsible for the welfare of NA

6. Why is this important?

- Its affect on out groups and NA as a whole
- Maintenance of our service structure
- It affects our ability serve our primary purpose
- It affects our common welfare (causing disunity)

Due to time constraints we were unable to answer these remaining questions:

1. What's working
2. What's not working?
3. How does accountability of our trusted servants affect our:
 - Public Image?
 - Infrastructure?

The feedback we received at the end of our workshops was all positive. Our members are looking forward to the next round.