

NA At Home Area Service Committee (NAHASC) Policy 06/01/2019

The NA At Home ASC supports Australian online groups and meetings that follow the 12 Steps & 12 traditions of Narcotics Anonymous.

1. NA at Home BlueJeans Account.

1.1 Na at Home is a BlueJeans Account managed by the NA At Home ASC. The account is not for personal use by members. Members who use the Na at Home BlueJeans Account for non-approved purposes will have their access revoked.

1.2 Approved purposes for access to the NA At Home BlueJeans Account are:

NA Meetings

H+I Meetings

Broadcasting Australian Conventions and Speaker Meetings

Group conscience meetings

Area Service Meetings

Outreach Committee - Region

1.3 Approval process for giving members the password for the Account:

At least two members who have the password agree that the member requesting the password can have it.

1.4 BlueJeans Account Password renewal:

The password for the BlueJeans Account will be changed every 6 months.

If policy 1.1 gets breached the password will get changed immediately by the ASC.

2. NA At Home ASC Meeting.

2.1 The Na At Home ASC meeting happens after the nominated NA meeting at the end of each month.

The nominated meeting occurs on a rotating basis so that all members can attend.

Example:

The ASC this month is on the last Wednesday of the month so next month will be on the last Thursday of the month.

2.2 The NA At Home ASC Meeting agenda:
Reports from various groups, chairs and committees.

Old Business that was not dealt with last month.

New Business arising from reports or group members.

2.3 If the NA At Home ASC meeting needs more than 1 hour the chairperson may request an extension of time.

2.4 The NA At Home ASC meeting uses consensus based decision making for all decisions.

Assent: everyone agrees with the proposal no further discussion needed.

Dissent: some members do not agree with or understand parts of the proposal. It may need further explanation or modification before everyone can agree. This members opinion is important and carries as much weight as the assenting members.

Block: a member believes the proposal is bad for the group or a breach of the 12 traditions. This members opinion is important and carries as much weight as the assenting members.

A counting of votes to decide on a proposal is a last resort option. It is only used after all dissenting and blocking members have explained their concerns.

3. NA_AT_HOME Area Service Positions:

Chairperson Requirements and Definition:

Requirements:

3 year minimum cleantime

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the Area

Definition:

The ASC Chairperson is responsible for conducting committee meetings, preparing the agenda, & various administrative duties. The chairs primary tools is a firm hand, a calm spirit & a clear mind.

Secretary Requirements and Definition:

Requirements:

1 year minimum cleantime

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the Area

Definition:

The Area secretary handles all the paperwork. Their first responsibility is to take a clear, accurate minutes of the area committee meetings & distribute those minutes to all

committee participants. They also maintain & update a log of area policies & contact information of participants.

Treasurer Requirements and Definition:

Requirements:

5 year minimum cleantime

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the Area

2 year service commitment

Definition:

Responsible of handling money associated with service. There are three treasurers who maintain the two to sign bank and Paypal account. Provide a financial report every month to the NA At Home Area Service Committee.

Regional Committee Member(RCM) Requirements and Definition:

Requirements:

3 year minimum cleantime

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the Area

1 year service commitment

Definition:

Regional committee members are just that: They serve as the core of the regional service committee, a body which coordinates service forums throughout the region, is responsible for the regional convention, and conducts the regional assembly. The regional committee also serves year around as a contact point between NA world and local services.

Alt Regional Committee Member(Alt RCM) Requirements and Definition:

Requirements:

2 year minimum cleantime

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the Area

1 year service commitment

See Definition for RCM

Group Service Representative(GSR) Requirements and Definition:

Requirements:

1 year minimum cleantime

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the Area

1 year service commitment

Definition:

Group Service Representatives link their groups to the rest of Narcotics Anonymous. Most groups elect an alternate GSR who can fill in for the group representative when needed. GSR's on their groups behalf convey a sense of their groups wishes to the service structure & bring back information on what's happening in the larger world of NA. Provides a monthly report to the NAAHASC.

Meeting Host Requirements and Definition:

Requirements:

1 year minimum cleantime and computer technical ability or tech savvy or better known as a computer geeks(definitely helps)

A strong working knowledge of the Bluejeans Program/software Desktop or Laptop computer – High Speed Internet Access

A working knowledge of 12 Steps & 12 traditions of Narcotics Anonymous

Active participation in the group

Definition:

The Meeting Host is the individual who is responsible for opening up the room for meeting and running the meeting from a technical aspect

Responsibilities:

- 1 Open the room for the Meeting – 5 to 10 minutes before Start
- 2 Explain to the members that are new to the Bluejeans platform how it works and what they need to do
- 3 Because of the platform we meet in the host is the gatekeeper of meeting technically. The host is responsible for keeping the room with an atmosphere of recovery - IE: Open Mics when the meeting has commenced causes echoing in the room and can be very disturbing to the people in the meeting - if someone with an open cannot mute their mic doesn't respond to being asked to mute their mic – remove them from the meeting until it can be worked through technically. If someone becomes disruptive in meeting it is the responsibility of the host to remove them and have a conversation outside the meeting
- 4 The Host may also be the Chairperson of the meeting

Chairperson Requirements and Definition:

Requirements:

3 months minimum cleantime

Ability to work with the Meeting Host

Active participation in the group

Definition:

The chairperson should have experience, strength, and hope to share from regular attendance at Narcotics Anonymous meetings. This person is responsible for keeping the discussion moving smoothly and following the group format.

Responsibilities:

- 1 Responsible for establishing an atmosphere of recovery. Although sharing problems is necessary for identification, sharing solutions is necessary for recovery. It should always be in the chairperson's mind that we are here for the specific purpose of staying clean and helping other addicts to find recovery from addiction.

4. 7th tradition funds.

4.1 7th tradition funds donated using paypal transfer to the bank account every week.

4.2 The treasurers will keep a prudent reserve designated by the Area or 2 years running costs and donate the rest through the 7th tradition fund flow.

4.3 All transfers from the bank account are two to sign.

4.4 The treasurers will provide receipts and statements of all transactions to the NAAHASC.

5. Conventions and Special Events.

5.1 Conventions can be broadcast using the NA At Home BlueJeans Account if members of the ASC have enough notice.

5.2 If a Convention occurs during a regular meeting timeslot the ASC needs 2 weeks notice.