

## **COASCNA's Outreach Subcommittee Policy rev.8/11/2019**

Outreach is a subcommittee of the Central Ohio Area Service Committee of NA (COASCNA). The intent of this subcommittee is to make available any resources the Central Ohio Area of Narcotics Anonymous may have, to any member who requests it. This is done 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. The Outreach Subcommittee also works to help overcome the isolation that may hinder the growth and survival of our individual members as well as our groups.

### **The goals of the COASCNA Outreach Subcommittee are to:**

- Reach out to meetings/addicts who are interested in being involved in the area service structure.
- Create interest in the area service structure throughout the Central Ohio Area of NA (COANA)
- Utilize COASCNA's Support Spreadsheet to assist in gaining support for:
  - meetings struggling with attendance
  - meetings needing service positions filled
  - vacant area-level service positions
  - subcommittees needing support
  - volunteer positions (phonelines/Rides To Recovery/Clean Connections)
- Assist any meeting/group that may be struggling with carrying a clear NA message or adhering to the Twelve Traditions of Narcotics Anonymous

### **Trusted Servants:** (All trusted servant positions are for a term of 1 year)

- ❖ **Outreach Chairperson:**
  - Facilitates monthly subcommittee meeting
  - Sets agenda for monthly subcommittee meeting
  - Represents subcommittee at ASC, completes a monthly report form inclusion in ASC meeting minutes and attends monthly meeting
  - Responsible for updating and maintaining Outreach's Support Spreadsheet (updating it on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays of every month)
  - Communicates with COASCNA webmaster
  - Facilitating Outreach's Workshops and Learning Days
  - Is responsible for any moneys collected for use by the subcommittee
- ❖ **Outreach Vice-Chairperson:**
  - Considered a training position
  - Supports the Chairperson in role
  - Facilitates monthly subcommittee meeting in the Chairperson's absence
  - Represents subcommittee at ASC and in Chairperson's absence
- ❖ **Outreach Secretary:**
  - Takes attendance at monthly subcommittee meeting
  - Completes minutes for monthly subcommittee meeting
- ❖ **Outreach Vice Secretary:**
  - Considered at training position
  - Takes attendance at monthly subcommittee meeting in Secretary's absence
  - Assists in the completion of minutes for monthly subcommittee meeting

**Monthly Subcommittee Meeting:** 2<sup>nd</sup> Sunday of every month @ 1422 East Livingston Ave. (Driving Park Branch of the Columbus Library)