

August 2023 Back to Home Groups

Elections:

Public Relations Subcommittee Chairperson Qualifications

- i) Suggested two years clean time
- ii) Has the willingness, time and resources to serve
- iii) Working knowledge of the Twelve Steps and Traditions of NA
- iv) Previous experience serving on the PR committee

Public Relations Subcommittee Chairperson Responsibilities

- i) Gives verbal and written report at ASC and if unable to attend ASC sends someone - preferably a committee member - to ASC with one
- ii) Organizes, sets time, and leads committee meetings
- iii) Becomes knowledgeable of procedures and policies outlined in PR Handbook published by WSO
- iv) Prints copies of Unified meeting lists
- v) Shares phone line costs with Richmond and Tri-City areas
- vi) Makes PR mailings to areas of interest in the community
- vii) Gathers updated meeting information to put on Unified Meeting Lists
- viii) Puts on phone line learning day/orientation
- ix) Oversees Annual NA Poster Day
- x) Oversees the management of the PR committee budget
- xi) Has key to NDANA PO Box and checks monthly
- xii) Is responsible for submitting bills for PO Box, website and phone line to be paid by treasurer
- xiii) Maintains NDANA web site
- xiv) Reports total number of home groups and meetings in area to RCM at the beginning of each month ASC

Area Motions:

N/A

Open Forum:

Subcommittee Meeting Information :

- **CAMPOUT:** Meets the Tuesday before area of every month 5:45 pm at Tomahawk Baptist Church
- **H&I:** Meets the 2nd Sunday of every month 2pm at Hatcher Baptist Memorial
- **Outreach:** Meets the 3rd Monday of every month 6:30pm at Candelas on Midlothian