

## **Tualatin Valley Area PR Subcommittee Guidelines**

**November 2010**

- I. Purpose
  - A. To carry the message of NA to the public through PR work as described in the Public Relations Handbook.
  - B. All participants shall conduct themselves in accordance with internal subcommittee guidelines and decisions, ASC policy, our Twelve Steps, Twelve Traditions, and the Twelve Concepts for Service in NA.
- II. Vision
  - A. Our vision is that the message of NA will be more available to addicts in treatment centers, government and non-government agencies in the Tualatin Valley Area.
  - B. We strive to make NA a "household name" and the name of Narcotics Anonymous to be synonymous with the positive values of recovery to the public.
- III. Structure
  - A. PR Chair - Elected by and accountable to the TVANA.
  - B. PR Vice Chair - Selected by and accountable to the TVANA PR Subcommittee.
  - C. Committee Project Coordinators - Selected by and accountable to the TVANA PR Subcommittee.
  - D. Committee Members - Any NA member who is willing to show up, uphold committee decisions and regularly help in PR projects.
- IV. Decisions
  - A. All committee decisions are made by consensus. Consensus means that all members agree to the decision made or if not, abide by the decision. Consensus is not a "vote" or "straw poll".
  - B. When consensus cannot be reached, a two-thirds majority of regular members in attendance will decide the issue before the subcommittee.
- V. Meetings
  - A. The committee holds regular monthly meetings as scheduled by the Chair.
  - B. Extra meetings are held whenever they seem necessary in order to accomplish particular projects.
- VI. Projects
  - A. All projects are planned with a budget and submitted to the TVANA for approval.
  - B. A detailed report on ongoing projects is submitted to the TVANA by the chair at regularly scheduled TVANA meetings.