

New GSR & Alt. GSR Welcome Package

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Welcome to Area

Being a Group Service Representative (GSR) is a very important role here at the Ottawa Area Service Committee (OASC). You are carrying your home group's group conscience and will be bringing information from the group level to the Area level, and from the Area to the your group.

We thank you for your service and look forward to hearing from you at the table.

GROUP SERVICE REPRESENTATIVES AND ALTERNATE GSRs:

A GSR is first in the line of communication between a group and Narcotics Anonymous as a whole. They are the links that bind the groups together in the performance of our primary purpose. It is the responsibility of the GSR and the Alternate GSR to keep a group informed and to express a group's conscience in all matters. In other words, they are the voice of the group. Electing GSRs who will take an active part in the business of the OASC is one of the most important actions we can take toward improving the unity of the fellowship.

Active representation more than any other thing, can strengthen the ties that bind us together and promote our common welfare. The GSRs speak for their groups at Area Service Committee (ASC) meetings. They take part in planning and implementation of any functions which affect the members of their groups. As a result of their participation, they can keep their groups informed about what is happening in Narcotics Anonymous. Members of a group should always be able to go to their GSR or Alternate GSR to find out about activities, other groups, how our NA service structure works, the Twelve Traditions and how they, too, can become more involved.

Please remember that we were all new at one point, and we all need clarification from time-to-time. We encourage you to raise your hand and ask any question you may have during the OASC meetings. It's the best way to ensure that we all learn together.

Useful Contacts

If you need to contact someone throughout the month, the Administration Committee (Admin) can be contacted by email. Please be patient when sending emails to the Admin Committee as not all responses will be instantaneous.

- Secretary – naottawa@gmail.com
- Chair – ottawachairna@gmail.com
- Vice-Chair – vicechairottawana@gmail.com

Arriving To Area

Some important things to know when you arrive to the Area Meeting:

- The meeting is on the first Sunday of every Month (unless it is a holiday then it is the following week). The date of the meeting can always be found at the end of the previous months' minutes.
- The meeting starts promptly at 10 am until 2 pm.
- Once you have a seat and drop your stuff off, there are some things you need to do:
 - Pick up a copy of each of the papers/printouts from the table near the door to the room;
 - If your group needs to make a literature order, pick up a form from the Literature table;
 - If your group needs Meeting Lists, please speak to the Meeting List Coordinator before the meeting or during the break. Do not do this during the meeting itself; and
 - If your group has a donation to make or has a financial request, please see the Area Treasurer or Assistant Treasurer before or during the break.
- There will be a Group News sheet going around the table. Please put all information that you want to share with other groups on that sheet.
- A Contact Sheet will go around for **NEW GSRs** and **NEW ALT. GSRs** to put their email addresses on. Please write your email address in clear, capital letters.
- Please come back after break. We need you to help make group conscience decisions that affect your home group and the Ottawa Area as a whole.
- If you have any New Business, please bring it to the attention of the Area Chair so that it can be added to the Agenda of the day. This can be done before the meeting or during the break.
- All motions must be written and seconded, please fill out the form to the best of your ability. A copy of the **OASC Policies and Guidelines** is available at the table to help. See the Area Chair.

Commonly Used Abbreviations

RCM - Regional Committee Member (The RCM sits at the OASC table and the Ontario Region table, sharing information between the OASC and the Region, voting with the OASC conscience.)

CANA – Canadian Assembly of Narcotics Anonymous

NAWS – Narcotics Anonymous World Service

ORCNA – Ontario Regional Convention of Narcotics Anonymous

IFTC – In From the Cold (a yearly, free event held in Ottawa on Christmas Eve)

PR – Public Relations (a committee that brings the message to the professionals that helps addicts and provides outreach to communities.)

H&I – Hospitals and Institutions (a committee that brings the message to addicts that cannot go to meetings in the community, by way of treatment centres, detox, jails, etc.)

ASCR – Area Service Convention Representative (This is a member who attends the ORCNA meetings online and brings information to and from the Area and ORCNA meetings)

ORCC – Ontario Regional Convention Committee Chair

GCC – Group Conscious (When you hear this around the table, it means that we would like you, the GSR or Alt. GSR, to bring the issue back to your home group, discuss it and get your group to vote on the issue. We then need you to bring your groups’ vote back to the next OASC meeting. Where the various votes of the groups will be counted).

Ps & Gs – Policies and Guidelines

Voting at the OASC Table

Before voting on various items at the OASC table, the Area Chair will ask the following question:

- Is anyone going to Withdrawal from this vote?
 - If you or your group is withdrawing from a vote, you must state this at this time as the withdrawal affects the quorum count.

FOUR VOTING OPTIONS

Withdrawal – You can withdraw when you have a conflict of interest with what we are voting on.

Abstentions – You can abstain from a vote when you don’t have sufficient information, or group conscience. Further, your group can request that you abstain from a vote because the group itself doesn’t feel that it has enough information to vote yes or no.

No – You can vote “No” because you are not in favour of what we are voting on or because your group chose to vote “No” to the GCC item.

Yes – You can vote “Yes” because you are in favour of what we are voting on or because your group chose to vote “Yes” to the GCC item.

VOTE BY CONSENSUS

Sometimes, we will vote by consensus at the Area table. This sounds and looks a little different than standard voting procedures. Here is what happens when we are voting this way:

The Area Chair will ask:

- Are there any objections?
 - If no one at the table objects to the vote, then the motion or item is carried by consensus.

VOTING BY BALLOTS

We, at the Area table, will use ballots when we are voting on nominations for elections to service positions. When this happens, we ask that all GSRs raise their hands to receive a ballot being handed out by the Area Secretary or by other non-voting Area participants. The ballot will either have printed options or be blank. You will be asked to either circle or write “Yes”, “No” or “Abstain”.

Motion Template

Date: _____

Policy and Guidelines that the motion affects:

Intent: _____

Motion: _____

Moved by: _____ Seconded By _____

- Carried
- Defeated

Keeping Us Updated

There are times when home group meetings may have changes (for instance, starting or closing times may change, location may change or there may be dates when the meeting will be closed). It is important that, when this happens, GSRs or Alternate GSRs send notice of these changes to the Area Secretary (naottawa@gmail.com) in order to ensure that the Website and Meeting List remain updated and current.

If these changes are known while you're at the Area meeting, please announce this during the Group Reports timeslot of the meeting.

The website –

The Meeting List –

Holidays – Please be aware if your home group happens to meet on a holiday, and come to the Area meeting the month of (or prior to) that holiday with information about your meeting's closure or if it will be staying open. This is important so that no addict is left standing outside a closed meeting without knowing why it isn't happening.