

South Coast Area Literature Subcommittee Guidelines

I. PURPOSE:

The Literature Subcommittee of the South Coast Area Service Committee ~~is~~ **consists of** a group of ~~men and women~~ members of Narcotics Anonymous **whose purpose** ~~who believe in the concept: "Just for today, you never have to use again and that through the development of a conscious contact with God, no addict seeking recovery need die without a chance to find a better way of life. From this day forward may we provide the necessary services."~~ The purpose of the Literature Subcommittee is to carry the message of Narcotics Anonymous in written form. All activities directed to that end shall be carried out in accordance with the Twelve Traditions of Narcotics Anonymous and the Handbook for Narcotics Anonymous Literature Committees.

II. FUNCTIONS:

A) To maintain an adequate supply of Narcotics Anonymous literature to meet the needs of the South Coast Area fellowship. To stock and make available review and approval-form literature.

B) To serve as a communication link in all literature matters between the group and literature committees at all levels of service.

C) To provide the forum and atmosphere where members may contribute to the development and creation of NA literature.

III. REQUIREMENTS AND DUTIES of members of SCANA Literature Sub Committee:

A. Chair:

1. Clean time requirement 2 years
2. Order literature every month
3. Bring literature to ASC
4. Distribute it to meetings
5. Check inventory at end of every monthly meeting
6. Give monthly report at ASC
7. At end of 1-year commitment Chair will **participate in** inventory count of Literature with one of the Areas Trusted Servants
8. **Chair shall call literature Subcommittee meeting as needed and create an agenda for such meeting**
9. ~~To give quarterly financial reports.~~

B. Alternate Literature:

1. Clean time required 1 year
2. To assist chair with duties at ASC
3. To substitute duties of Chair in Chair's absence
4. **Intent to run for Chair position the following year**

C. ~~It is generally accepted that~~ **All participants shall have the following:**

1. Personal time and abilities to be able to perform their duties.
2. Willingness and desire to serve in the position.
3. Clean time and service experience.
4. Understanding and practical experience of the twelve steps and twelve traditions of Narcotics Anonymous.
5. Maintenance of Clean Time throughout participation.

Updated 8/2/12

IV. Operational Guidelines

- 1. These guidelines may be amended at any time by the literature subcommittee with approval from the South Coast Area Service Committee**
- 2. Literature subcommittee meeting is open to any Narcotics Anonymous member**
- 3. Literature subcommittee has a monthly reimbursement amount of \$_____ for materials**
4. Treasurer of Area will give monthly literature check to RCM and RCM will pick up literature and bring to Area