**Washington County Narcotics Anonymous PR Subcommittee Guidelines**

**February 2018**

1. Purpose
	1. To carry the message of NA to the public through PR work as described in the Public Relations Handbook.
	2. 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.
2. Vision
	1. Our vision is that the message of NA will be more available to addicts in treatment centers, government and non-government agencies in Washington County
	2. 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.
3. Structure
	1. PR Chair - Elected by and accountable to the WCNA.
	2. PR Vice Chair - Selected by and accountable to the WCNA PR Subcommittee.
	3. Committee Project Coordinators - Selected by and accountable to the WCNA PR Subcommittee.
	4. Committee Members - Any NA member who is willing to show up, uphold committee decisions and regularly help in PR projects.
4. Decisions
	1. 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".
5. Meetings
	1. The committee holds regular monthly meetings as scheduled by the Chair.
	2. Extra meetings are held whenever they seem necessary in order to accomplish particular projects.
6. Projects
	1. All projects are planned with a budget and submitted to WCNA for approval.
	2. A detailed report on ongoing projects is submitted to WCNA by the chair at regularly scheduled WCNA meetings.