

Western Region Alcoholics Anonymous Service Assembly

“A.A.’s Three Legacies – Our Common Solution”

WORKSHOP/FACILITATOR GUIDELINES

Workshop Guidelines are intended to assist **Facilitators** to plan and prepare to facilitate a workshop, with assistance from a Recorder, at the Western Region Alcoholics Anonymous Service Assembly. The report from the workshop will become a permanent part of the final WRAASA Report and it is important to ensure the reporter records an accurate sense of the meeting on each question that is discussed.

*There are essentially three questions to answer per workshop: **Increasing Unity and Participation in General Service through the Lenses of:***

- 1) **Tradition 3** - *The only requirement for A.A. membership is a desire to stop drinking.*
- 2) **Tradition 5** - *Each group has but one primary purpose— to carry its message to the alcoholic who still suffers.*
- 3) **Concept 4** - *At all responsible levels, we ought to maintain a traditional “Right of Participation,” allowing a voting representation in reasonable proportion to the responsibility that each must discharge.*

Facilitator opening remarks on the topic will be limited to 2-3 minutes. These remarks will review and introduce the main theme to the participants. The Recorder will take notes on paper provided (see over).

- To ensure sharing and participation by as many people as possible, participants are asked to limit their sharing to 2-3 minutes (although that limit is informal).
- Participants will be asked not to share a second time, until all who wish to share have had an opportunity to do so.
- Participants will be asked to stand or speak loudly so that everyone can hear their sharing and the recorder can take accurate notes.

Each Workshop is 75 minutes – try to ensure you fully utilize the time allotted. When the Facilitator determines that all three questions have been adequately discussed, they will then call for a sense of the meeting. The Facilitator can ask the Reporter to read the notes on the discussion and/or they can phrase what they think is the sense of the meeting and ask for approval or suggestions.

The Workshop report will be summarized and read at the **Workshop Report Backs on Sunday at 9:00AM** (Facilitators will be limited to an eight-minute maximum report back). Further, the Workshop report will be emailed to the WRAASA Chair: erica.nordquist@yahoo.ca.

