“Every member, inspired by the gift of recovery, experiences spiritual growth and fulfilment through service.”
RUNNING A H&I PRESENTATION
Running a H & I Presentation

BEFORE THE MEETING:

- Arrive on time
- Make contact with staff (sign in, etc.)
- Familiarise any observers with facility rules
- Set up literature and invite residents to grab some
Running a H & I Presentation

During the Meeting:

- Introduce yourself and any observers to residents
- Briefly explain what H & I is to them
- Start with the "What is the NA Program" Card/s
- Speaker 1 should speak for around 10 mins
- Read a couple more cards
- Speaker 2 should also speak for around 10 mins
- Read 2 more cards
- Allow residents to ask questions
Running a H & I Presentation

AFTER THE MEETING:

- Don't discuss any issue involving the facility's rules, regulations, programs, or other fellowships with residents and staff
- De-brief with presenters and observers
**Do’s & Don’ts**

**Things to Remember**

- We need to remember our boundaries and have the reputation of NA in mind; this is not a meeting.
- If you are unable to make your commitment for any reason, please notify your facility co-ordinator immediately. If you can’t reach the co-ordinator, please contact the facility directly.
- Presentations are always delivered by a minimum of two people.
- Presenters have a minimum of 6 months clean time & observers have 3 months minimum.
- Presentations should never exceed one hour.
- Stay away from explicit using stories.
- Share stories about how the NA Program has helped you to recover from the damaging aspects of the disease.
Do's & Don'ts

What to do:

- Do obey the dress code - use common sense
- Do adhere to the security & safety regulations at all times
- Do keep the staff informed of your whereabouts.
- Do turn your phone off and keep it out of sight
- Do ask your sponsor if you can observe them
- Do sit in on multiple presentations (if possible), so you are exposed to more presentations
- Feel free to attend the next H&I Subcommittee meeting which will be advertised online
Do's & Don'ts

WHAT NOT TO DO:

• Don’t wear flashy jewellery or carry excessive cash

• Sit ins do not share

• Don’t attend H&I facilities alone, for your own safety and the reputation of NA

• Don’t swear or mention the ‘God’ word

• We are not doctors, please don’t tell residents to stop taking their medication or that they are not clean if they are on medication.

• Remember the clarity statement when sharing, Alcohol is a drug.

• Don’t accept or give money or gifts from any resident or staff
Do's & Don'ts

WHAT NOT TO DO:

• Don’t break another person’s anonymity

• Don’t show favouritism to any residents

• Don’t ask “What are you in for?” or “What did you use?”

• Don’t give anyone within the facility yours or any other members' address or telephone number

• Don’t go into graphic detail or mention how much of what drug you used, or how much of a gangster you thought you were

• Don’t compare your rock bottom with others

• Don’t take messages and carry letters in or out of the facility

• Don’t go into too much detail about the steps
FREQUENTLY ASKED QUESTIONS
...AND HOW TO ANSWER THEM
Frequently Asked Questions

Things to Remember

• How do we redirect the questions back to where they need to be and the purpose of NA?

• How do we encourage a positive atmosphere?
Frequently Asked Questions

**Curly Questions**

1. Are NA & AA the same?
2. Can I use antidepressants & medications?
3. Do I have to be clean to come to meetings?
4. What is a sponsor?
5. What do I do with my partner that is using?
6. Do you think I should go to rehab?
7. Which rehab is the best?
8. Can I bring my kids?
9. Won't I use if I hang around other addicts?
10. Is NA safe?
11. Isn't it boring?
Zoom Guidelines

Things to Remember

- No smoking or vaping during presentation
- If drinking, only water
- No eating during presentation
- Ensure background is clear and neutral e.g. no photos or bottles
- Be clothed appropriately and sitting upright, not laying down
- Quiet place free from external distractions (no phone, no family, no background noise, no pens to click, etc.)
Zoom Guidelines

THINGS TO REMEMBER

• Please log on at specified time (approx. 30 mins beforehand)

• Ensure you have adequate equipment and a well-functioning internet connection

• Do not share the meeting ID with anyone

• Facility may turn off video on their end to protect clients’ privacy

• Please avoid moving around a lot as it can be distracting (getting up, drawing, knitting, etc.)

• Hosted & co-hosted by 2 members who don’t share to avoid zoom bombing and to ensure the presentation continues if either hosts internet connection fails
Any questions?