



This tool is intended to help NA members better understand the group service representative (GSR) commitment and to more effectively participate in the work of a local service body. NA communities have the ability to organize their services in the way that best serves them locally, and the responsibilities of the GSR may vary accordingly. This tool tries to capture some of our common experience and outline the basic tasks of the GSR position. It does not contain specifics about the policies adopted in individual service bodies as it is intended to be used in any NA community.

## What is a GSR?

The GSR is an active member of an NA group and its representative at local service meetings. Groups and their members rely on their GSRs to stay connected with other groups in an NA community and to the rest of NA. As one member put it: “For most newcomers in a meeting, NA will be as big or as small as the information the GSR provides to the group.”

The Second Concept states that NA groups have “final responsibility and authority” for the service bodies they create. An active and prepared GSR makes it possible for this principle to be a reality.

## Why be a GSR?

A Vision for NA Service reminds us that our commitments should offer “spiritual growth and fulfillment.” A GSR commitment is where many of us first begin to learn how NA services are structured outside of our groups. We come to understand how spiritual principles guide our service work and support our primary purpose. We may learn skills and discover abilities during the course of our service, and we learn to use those abilities in other areas of our lives. This is part of the reason why some of us talk about the privilege of being of service. Being a GSR is one way to express the gratitude we have for NA and the life that it has given us.

As with all NA service positions, a wide range of spiritual principles can be applied when serving as a GSR. Four that appear most important for success are:

**Humility**—Knowing who we are, when to ask questions, and that we do not have all the answers can help us to stay “right-sized” when serving as a GSR. This principle supports our ability to remain patient and teachable, and encourages active listening when working with others.

**Commitment**—The GSR is a critical connection between a group and the rest of NA. Without a GSR’s commitment to participate fully in both the group’s business meetings and the local service body, this connection is broken.

**Accountability**—Trusted servants in NA are accountable to the groups we all serve. One way to practice accountability is to communicate fully with our group, and share our group’s experience and concerns in service meetings. The Third Concept essay advises that the authority delegated to service boards and committees “. . . is not a blank check. . . the groups still bear final authority.”

**Anonymity**—Placing principles before personalities allows us to create a solid spiritual foundation for NA service. Anonymity also guides us to serve selflessly rather than by our own opinions, and without expectation of a reward.

Some of us come into recovery with no sense of personal responsibility, as if it was someone else’s job to take care of us. Others of us experience self-obsession as a belief that we are responsible for everything around us. The reality is usually somewhere in between. We find peace of mind when we are able to trust others to carry out responsibilities without constantly looking over their shoulders, and they show the same courtesy to us.

*Guiding Principles: The Spirit of Our Traditions, Tradition Nine*



## Who can be a GSR?

It is common practice to have a cleantime requirement for the GSR position, although this may vary depending on the maturity of the NA community. *The Group Booklet* offers this guidance:

There are a couple of things to think about when looking for a group officer. One is maturity in recovery. When those new in recovery are elected to a position, they may find themselves deprived of the time and energy they need for their early recovery. Group members with a year or two clean are probably already well-established in their personal recovery. They are also more likely than new members to be familiar with NA's traditions and service concepts as well as group procedures.

A year or two may seem like an acceptable cleantime requirement where NA has existed for many years, but this may be an unreasonable requirement if the local NA community is newly formed. Groups are encouraged to consider a member's personal qualities and abilities when selecting their GSR, as well as their cleantime. For example, *The Group Booklet* also discusses the importance of commitment:

A second thing to consider is consistent participation in your group. Do the nominees attend your group's recovery meetings regularly? Do they take an active part in your group's business meetings? Have they lived up to previous service commitments they've made?

In communities where the GSR is expected to handle the group's funds by bringing its contribution to a service meeting, or purchasing its literature, particular care when electing a GSR may be needed to ensure those funds are managed responsibly. Serving in the alternate GSR position before becoming GSR can offer the benefit of mentorship and knowledge from an experienced member. Attending service meetings consistently in this position will help to prepare a new GSR for their roles and responsibilities. Many experienced GSRs view mentoring an alternate as an important part of their commitment.

## What does a GSR need to know?

Members with local service experience can often be a good resource to find out more about the local service body. Locally developed guidelines and policy, as well as minutes and agendas from previous service meetings, may also be helpful. Many of these are posted on local websites, along with information about local events and service workshops.

These are some questions that new GSRs are encouraged to ask about their local service body:

- ✦ The basics: When and where is it, how long does it last, and what do I need to bring?
- ✦ Who are the trusted servants at the local service body, and what do they do?
- ✦ What subcommittees or workgroups are there at the local service body?
- ✦ Where can local guidelines and resources be found?
- ✦ What decision-making and discussion procedures does the local service body use?
- ✦ How are Seventh Tradition contributions and literature orders handled?

### Helpful resources

Our personal recovery resources—Step work, sponsorship, friends in recovery—are as much a part of success in service as anything else. It is not unusual to encounter some challenges during a service meeting, and many members look to friends and experienced members for support and advice. Attendance at workshops, learning days, and other service events can help us connect with other members involved in service, and become better informed about relevant issues.

In some communities, private social media groups, email, or text lists are used to communicate with other trusted servants.

Some helpful printed resources include *The Group Booklet*, the Traditions essays from NA literature (especially *It Works: How and Why* and *Guiding Principles: The Spirit of Our Traditions*), *Twelve Concepts for NA Service*, *A Guide to Local Services in NA*, and other service material such as service pamphlets, handbooks, service basics, and bulletins. Many of these are posted on [www.na.org/ips](http://www.na.org/ips) and [www.na.org/servicemat](http://www.na.org/servicemat).

*NAWS News* provides a report of the services provided by NA World Services and may be of interest to GSRs wanting to know more about NA as a whole: [www.na.org/nawsnews](http://www.na.org/nawsnews).



## What does the GSR do?

*The Group Booklet* states that GSRs “form the foundation of our service structure.” The basic function of a GSR is to participate in service meetings on behalf of their group. At one time, this only meant attending area service committee (ASC) meetings. As NA has grown, different communities have adapted the GSR’s role and the service system to better suit their needs. Serving as a GSR may involve participation at an ASC, a local service conference (LSC), a group support forum (GSF), or a regional assembly. In newer communities, the service structure may consist of just a regional service committee (RSC) and GSRs. Whatever the local structure consists of, the main roles and responsibilities of a GSR are the same. As *The Group Booklet* tells us, the role of the GSR is far more than a “mere group messenger,” and the responsibilities are more than just attending committee meetings.

In the Eighth Concept, we are reminded that “Our service structure depends on the integrity and effectiveness of our communications.” At the local service meeting, the GSR serves as the communication link between the group and the rest of the NA service system, and “...they take active, critical parts in the discussions which form the group conscience of the entire committee” (*The Group Booklet*). Most local service meetings also provide the opportunity to ask for help with group problems if needed.

The Second Tradition offers a process for groups to gather any concerns and questions for the local service body, and to provide input regarding any questions the service body may have for the group. The GSR is often asked to provide relevant information in these discussions. This involves the GSR consistently attending the group’s business meeting, and possibly also leading it. The GSR also usually provides a written or verbal report on the activities of the local service body during the group’s recovery or business meeting. Many GSRs create a short list of bullet points to capture the highlights from service meetings they attend to help with this.

Discernment is an important quality for a GSR. It can help in deciding what information to report, and in making decisions at service meetings on the group’s behalf. We take care to discern the short- and long-term impact of our decisions—what they mean for NA services today and how they can help us to reach more addicts. Considering carefully how our decisions might move us toward the goals in A Vision for NA Service is a key part of the GSR service position.

Some other common tasks for GSRs may include:

- ✦ Delivering the group’s financial contribution
- ✦ Purchasing literature at the service meeting on behalf of the group
- ✦ Collecting event flyers and meeting directories
- ✦ Ensuring the group’s meeting information is up to date on the local meeting list or website
- ✦ Providing a report about the group to the area
- ✦ Participating in local subcommittees and workgroups according to their skills and interests



Service is not a position in a committee; it is a posture in the heart. It’s a way of life we can practice in all our affairs.

*Living Clean: The Journey Continues*, Chapter Seven

### Helpful hints

Ask for help from the group. Seeking support and direction from the group can increase the resources available to a GSR.

Many service bodies offer a new GSR orientation session prior to the meeting. Attending this to better understand the procedures at a local service body is highly recommended.

Don’t expect to understand everything at your first meeting. Begin where you are and don’t be afraid to ask questions.



## NA Acronyms

The list of acronyms used locally and in NA as a whole can be confusing for members new to service. Here are some of those that are most commonly used.

- ASC** Area service committee: Local service body consisting of GSRs and other elected trusted servants.
- CAR** *Conference Agenda Report*: A publication that consists of business and issues that will be considered during the WSC.
- CAT** Conference Approval Track: A collection of additional material for discussion and decision at the WSC.
- CBDM** Consensus-based decision making: Decision-making process where members work together to find or create solutions.
- FD** Fellowship development: NA service devoted to starting and nurturing new NA communities and helping existing communities to continue growing.
- FIPT** *Fellowship Intellectual Property Trust*: A legal trust that serves as custodian for NA's literature and logos.
- GLS** *A Guide to Local Services in NA*: A service handbook intended to serve as a resource for NA groups, areas, and regions.
- GSF** Group support forum: A discussion-oriented body focused on the needs of the groups.
- GSR** Group service representative: Trusted servant elected by an NA group to participate on its behalf at the ASC or other local service body.
- H&I** Hospitals and institutions: NA service devoted to carrying the NA message primarily to correctional inmates and treatment facility patients.
- IDT** Issue Discussion Topic: Specific topics selected for discussion that concern the Fellowship as a whole.
- IP** Informational pamphlet: Short piece of recovery literature.
- LSB** Local service board: Administrative body of the LSC.
- LSC** Local service conference: A strategic, planning-oriented local service body.
- NAWS** Narcotics Anonymous World Services: Service body that deals with the problems and needs of NA as a whole.
- PI** Public information: NA service devoted to sharing information about NA to government and private agencies, the public media, community leaders, those in the helping professions, and the community-at-large. (In many communities, this work is now done by a PR workgroup or committee.)
- PR** Public relations: NA service devoted to creating and maintaining relationships with members, potential members, and the general public.
- RCM** Regional committee member: Trusted servant elected by an ASC to participate on its behalf at the RSC.
- RD** Regional delegate: Trusted servant elected by an NA region as a voting participant at the WSC.
- RSC** Regional service committee: Service body consisting of ASCs and/or other types of local service bodies.
- RSO** Regional service office: Local NA service center or literature distribution point.
- SP** Service pamphlet intended for use as a resource for groups and service bodies.
- WB** World Board: The service board of the WSC, dedicated to the continuation and growth of Narcotics Anonymous by providing support to the Fellowship and oversight of the WSO.
- WCNA** The World Convention of NA: Celebration of recovery and unity held every three years in a different part of the world.
- WSC** World Service Conference: Service meeting that brings all elements of NA World Services together.
- WSO** World Service Office: The main service center for the NA Fellowship.
- ZD** Zonal delegate: Trusted servant elected by a zonal forum that is eligible for seating at the WSC as a voting participant. (Note: A zonal forum is a service body consisting of multiple regions.)

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