

The logo consists of a circular emblem with a black border. Inside the circle, the text "USSC" is positioned above "H&I", both in a bold, dark blue, sans-serif font. The emblem is set against a vertical gradient bar on the left side of the slide, transitioning from red at the top to blue at the bottom.

**USSC
H&I**

Learning Days & Workshops

(Sixth section of the H&I Handbook)

**Presented by the USSC H&I
Subcommittee**

Introduction

This presentation was created by the USSC H&I Subcommittee using information found in the H&I Handbook. This Subcommittee focuses its attention on how to better carry the Narcotics Anonymous message into treatment & correctional facilities by allowing us the ability to "carry the message to the addict who still suffers," which is the foundation of Tradition Five. This Subcommittee serves as the US Fellowship's representative to federal correctional & judicial authorities, national societies of treatment professionals, national correctional & judicial associations as well as treatment industry organizations.

Learning Days

- Educate members about H&I work
- Prepare NA members to carry the message to addicts without access to regular meetings
- Should take place on a regular basis
- Help members gain a better understanding of H&I procedures
- Are forums to keep H&I informed of updated H&I materials & projects
- Can have a positive impact on a participant's personal recovery
- Provide new members the opportunity to understand H&I work as a vital & positive part of their recovery

Preparation for Learning Days

1. Choose a willing H&I Subcommittee member to coordinate setting up the Learning Day
2. Choose a suitable location
3. Coordinate the event with all Subcommittees to avoid conflict with other functions
4. Should be held in conjunction with local PI Subcommittees
5. Prepare an appropriate budget
6. Make announcements & use flyers at meetings & through the service structure to attract support
7. Prepare an appropriate format
8. Assemble a list of volunteers for set-up & clean-up
9. Choose qualified members to speak &/or lead discussions & Q&A sessions
10. Make copies of appropriate H&I materials available

Suggested Topics For Learning Days

- An H&I Subcommittee's function, purpose & procedures
- Panel system for H&I Subcommittees
- How to start an H&I meeting/presentation
- Application of the Twelve Traditions in H&I work
- Generating support & participation
- Do's & Don'ts of H&I work
- Choosing the format for an H&I meeting
- Our relationship with facilities
- Working with adolescent H&I meetings
- H&I services other than meetings
- H&I issues that need to be addressed

Learning Day Agenda

- **Start with a moment of silence followed by the Serenity Prayer**
- **Read the Twelve Traditions**
- **Chairperson's opening remarks**
 - **Topics to be discussed**
 - **Local concerns of H&I Subcommittee**
 - **Introduce speakers**
- **Q&A session or after each topic**
- **Closing prayer**

Workshops

- **Are different than Learning Days**
 - **Specific topics or projects are worked on**
- **Often held after issues arise at a Subcommittee meeting**
- **Normally have a specific topic & a specific goal**
- **Time allotments are usually made for the topic or work in progress**
- **May utilize a Chairperson, Vice Chairperson & Secretary**
- **May be successfully used to review policy changes, needs of a specific commitment or problems in an ongoing commitment**

Workshop Agenda

- **Opening prayer**
- **Reading of the Twelve Traditions**
- **Chairperson introduces material & explains procedures & format**
- **Actual work is done**
- **Closing prayer**

Guidelines For Workshops & Learning Days

- Area or Regional H&I Subcommittee determines the need for a Workshop &/or Learning Day & formulates an Ad hoc Subcommittee
- Ad hoc Subcommittee secures location, chooses day, date & time, prepares a budget & takes information to Area/Regional H&I Subcommittee for its approval
 - Area/Regional H&I Subcommittee takes this information to ASC/RSC for its approval
- If not approved, H&I Subcommittee starts over
- If approved, H&I Subcommittee performs the tasks of putting the event together

Things to Consider

- **The need for a Workshop &/or Learning Day is not to raise funds**
- **A Workshop or Learning Day is to**
 - **Look at local concerns of the H&I Subcommittee**
 - **Educate**
 - **Perform a certain task (review literature, ongoing H&I projects, problems in H&I)**
- **Do not schedule for the same time as other local events**
- **Try to involve other local Area/Regional H&I Subcommittees**

Budgeting for Workshops or Learning Days To Present to ASC/RSC

- **Flyers to inform the local Fellowship & other H&I Subcommittees outside the Area/Region**
- **Rent of location chosen**
- **Cost of providing refreshments**
- **Possible travel or lodging reimbursement for speaker from outside the Area/Region**

Questions & Answers About H&I

- **Attend an H&I Subcommittee meeting**
- **Read the USSC H&I Handbook that includes Resources, Sample Formats & more**
- **Contact the USSC H&I Subcommittee for additional assistance**

USSC Webpage

**Additional information about the
USSC is available online at**

usscna.org

**USSC
H&I**

Thank you...

for taking your time to become more familiar with what is involved with H&I service work. This presentation provides only the basics, so please read the H&I Handbook for additional information.

The USSC & its Subcommittees are providing this service as an option for the US Fellowship. We appreciate your interest in H&I service work & wish you success in your H&I endeavors.