

REGION AND INTERGROUP SHARE LIAISON OFFICERS GUIDELINES

SHARE is the monthly magazine of Alcoholics Anonymous. It is the responsibility of the General Service Board and is run by an editorial team which consists of a group of AA members working voluntarily.

Each issue is made up of a wide variety of articles, letters, information and graphics. All this comes from the Fellowship and without it the magazine would not exist. Consequently, a steady stream of material is needed not only for each issue (and occasional specific themes) but also to maintain a reserve for when insufficient comes in. In accordance with Tradition Seven we desire to be self-supporting and the simplest way this can happen is by increasing circulation.

The Threefold Task:

1. To encourage and garner submission of articles and letters and other relevant material for inclusion in all SHARE-related productions.
2. To communicate at all levels of the Fellowship services.
3. To increase circulation.

The SHARE Documents Library, on the AA GB website (www.alcoholics-anonymous.org.uk) contains several useful tools for SHARE Liaison Officers.

Structure of the SHARE representative system

The SHARE Liaison Officer is the main link of communication between the Fellowship and the SHARE editorial team.

GROUPS: Each group ought to have a SHARE representative. In a small group this may be the literature secretary.

INTERGROUPS: Each intergroup has a SHARE Liaison Officer who keeps in touch with the group contacts and reports quarterly to the Regional SHARE Liaison Officer.

REGIONS: The Regional SHARE Liaison Officer collates this information and reports to the Regional Assembly. A copy of this report should go to the Intergroup Liaison Officers and to the SHARE team c/o GSO, York.

THE BOARD: The Board Trustee serving with the editorial team reports quarterly to the General Service Board.

Annual Meetings of SHARE Liaison Officers

The team believes that maximum communication with Regional and Intergroup SLOs is best achieved by an annual meeting. An annual meeting of the SHARE sub-committee plus Intergroup / Regional Share Liaison Officers takes place each autumn at GSO.

NOW THAT I AM A SHARE LIAISON OFFICER, HOW CAN I CARRY THE SHARE MESSAGE?

Read each monthly issue of SHARE; make a note of any local contributions.

Email GSO at aashare@gsogb.org.uk and request a list of all groups in your area that have a subscription to SHARE.

Plan your group visits

Aim to go to at least one meeting every month that you haven't been to in the recent past. You could alternate between groups who do subscribe and those who don't.

At a group meeting

Use the 'Group Announcements' slot to talk briefly about SHARE, mentioning any local contributions or an article you really liked. Complete a group survey.

Visiting groups who DO subscribe

Congratulate them on their support of the Fellowship and ask if anyone has written or had an article published.

Ask if they have spare copies. If they do, suggest they donate them to newcomers, hospital patients on alcohol wards, GP surgeries, prisons, or collect them up and take them somewhere where they can be of use. Your fellow IG Officers will be delighted if you take them back any spares to distribute.

REMEMBER TO REMOVE THE CENTRE PAGES
CONTAINING PERSONAL DETAILS

At groups who DO NOT subscribe

First, look at the literature table. Is this a group that looks after its' literature and has a quick turnover or is it getting a bit tatty from being in and out of a bag.

Ask the Secretary for a few moments to speak about SHARE. Show the group a current copy of SHARE. Point out the articles on the months' Step and Tradition - new ones every month. Show them the centre pages; draw their attention to the nearest mini-Convention or event that is listed.

Explain that SHARE costs only £1 per copy; if they sell that copy it costs the group nothing.

You might refer to the Group literature collection and what the relative cost of Share would be. SHARE is easy to sell at £1, and is full of new articles every month.

The Literature officer may be glad of something purposeful to do every month.

WHAT MORE CAN I DO TO CARRY THE SHARE MESSAGE AT INTERGROUP?

Read SHARE regularly and make a note of any articles about Intergroup activities or service that your Intergroup might benefit from; in your report, bring it to their attention.

If your Intergroup has email links or a local website, post your information straight away, don't wait for the Intergroup meeting, the moment may have passed by then.

Plan your Intergroup reports

Speak enthusiastically and energetically, do not fall into the 'no changes here, nothing interesting going on' trap, even if you are not feeling energetic, doing that service will lift your spirits if nobody else's. Your enthusiasm may well be 'catching'.

Take the latest copy of SHARE with you, and ensure everyone sees it - Keep SHARE Visible.

Always report something, keep it positive. Mention one or some of the following -

- How many groups at your Intergroup have subscriptions to SHARE
- Which groups have started subscribing since the last Intergroup meeting

- Any articles written by members of your Intergroup area / town / county
- Remind Intergroup to ensure the advertisement for the mini Convention (or other Intergroup-sponsored event) should be sent to SHARE *at least* two months in advance.
- There is a two-month *minimum* lead time for all articles published in SHARE: an article for Step or Tradition One (appearing in January) must be received by GSO by the beginning of November. Many members don't understand why they don't see their article appear immediately and then get discouraged.
- Experience Strength and Hope stories may be written and sent at any time, but remind the GSRs that the Editor will need to group articles together in a thematic way, balance long and short ones, and so they may be part of a later month than they had expected.
- SHARE needs articles all year 'round. Members can go 'on holiday' and forget to write that article, but the pages of SHARE still need to be filled!
- Talk about the service element of writing an article. This is service members can do laid up after an operation, waiting in for a washing machine, or to fill a gap where they find they cannot do other service because of illness / shift patterns / school holidays.

Not all articles will be published; the Editor has to make difficult decisions. There is a 'publication statement' on the title page of each SHARE.

Take a pile of order forms and spare pens and offer to post any completed and paid for forms yourself – make it easy for a GSR to take out a subscription, it's a very good way to raise awareness of SHARE.

Enjoy your Service! It's infectious.