

TERMS OF REFERENCE OF THE PROBATION/CRIMINAL JUSTICE SERVICES SUB-COMMITTEE

Effective April 2023

The Probation/Criminal Justice Services Sub-committee will adhere to the Traditions, and Concepts of AA Great Britain and English-speaking Continental Europe, to The AA Structure Handbook for Great Britain and to The AA Service Handbook for Great Britain.

AIMS AND OBJECTIVES

The aim of the Sub-committee is to raise awareness of the work of the Probation/Criminal Justice Services in Great Britain throughout the Fellowship.

The objectives include:

- Raising awareness of Alcoholics Anonymous among professionals and professional bodies connected with the criminal justice systems of Great Britain
- Disseminating information on Probation/Criminal Justice Services matters through the Fellowship
- Offering advice, support and encouragement to Regional Liaison Officers; organising such meetings of Regional and Intergroup Liaison Officers as may be necessary.
- Developing and maintaining appropriate resources for liaison officers, including those contained in the Probation/Criminal Justice Social Work Services sections of the AA (GB) website.
- Working in partnership with Prison Liaison and the Prison sub-committee to ensure that the message of AA is available across the entire criminal justice system and where possible meet in person at the same time as the Prison sub-committee.
- Assist in the implementation of Conference recommendations.

COMPOSITION

The Sub-committee will be chaired by the General Service Board Trustee responsible for Probation/Criminal Justice Services.

The Sub-committee will also include four other members who will have been selected through the General Service Board Nominations process which will involve a written application, approval of their Region/Intergroup and Board member interviews.

A secretary will be elected by members of the Sub-committee.

SUB-COMMITTEE MEMBERS

Sub-committee member candidate attributes:

- A working knowledge of the Traditions, Concepts and the AAGB Service structure are essential
- Will have a minimum of five years continuous sobriety at the time of making their application.
- Are most likely to have service experience in the field of Probation/Criminal Justice Services at Intergroup and Region.
- Good organisational and communication skills are highly desirable. The ability to produce written and verbal reports would be an advantage, as would relevant ICT skills. The candidate should also have experience at Intergroup and Region.

Existing members will be happy to discuss the work of the Sub-committee with those interested in standing for membership and will sponsor those elected into this service. All members will be required to have and use an aamail.org email address

ROTATION

Sub-committee members will serve a period of four years.

SAFEGUARDING

Sub committee members will adhere to the GSB Safeguarding policy as published on the GB website, <https://www.alcoholics-anonymous.org.uk/Members/Document-Library#>

MEETINGS

The sub-committee will regularly meet in York up to four times per year including the annual meeting of Regional Probation/Criminal Justices Services Liaison Officers. One of the sub-committee meetings will normally be held online per year. There is an expectation that members will attend meetings regularly. Should there be non-attendance at two consecutive meetings a member will be deemed to have resigned from the committee. Minutes from meetings will be forwarded to the General Service Board in accordance with procedures for sub-committees.