

AL-ANON guidelines

The Shared Experience of Al-Anon and Alateen Members.

Al-Anon/Alateen Public Outreach Service G-9

Outreach to Institutions

Public Outreach **informs** the general public through the media, professionals, facilities, and organizations about who we are, what we do, and how to get in touch with us. Our goal is to **attract** to our program those whose lives are or have been affected by someone else's drinking, so that those who need our program can find the help and hope we offer. We also strive for name recognition and credibility as a community resource. Public Outreach includes Outreach to the Public/Media, Outreach to Professionals, and Outreach to Institutions. Your area/district may choose to combine these service areas under Public Outreach, or to maintain separate coordinators and/or committees. All those in Public Outreach are encouraged to work together to avoid duplicating efforts.

WHO CAN DO PUBLIC OUTREACH?

A willing and active Al-Anon/Alateen member with an understanding of the Twelve Steps and Twelve Traditions. It is a way for us as individuals or as a group to grow and develop in our recovery.

WHAT IS AN INSTITUTION?

In Al-Anon terminology, an institution is generally a residential facility, with limited access to the public. Such facilities include:

- Treatment centers (may also offer outpatient treatment)
- Hospital alcoholism units
- Correctional facilities
- Juvenile detention centers
- Group homes
- Halfway houses
- Shelters—homeless/battered women's

WHAT IS THE PURPOSE OF OUTREACH TO INSTITUTIONS?



- To bring the Al-Anon/Alateen program to the families and friends of alcoholics in treatment centers, correctional, or other residential facilities. Al-Anon's experience has shown that a greater percentage of family members visit an institution than are confined to one.
- To inform professionals at institutions who work with families and friends of alcoholics about Al-Anon/Alateen.

- To encourage the facility to use Al-Anon/Alateen as a resource.
- To establish on-site meetings in a facility:
 - a) Institutions meetings are open only to the residents and their families.
 - b) Work with the local district or AIS to start a regular meeting at the facility.
- To help clients and their families find Al-Anon after they leave the facility by providing meeting lists and/or copies of *Getting in Touch with Al-Anon/Alateen* (S-23).

SUGGESTED ACTIVITIES:

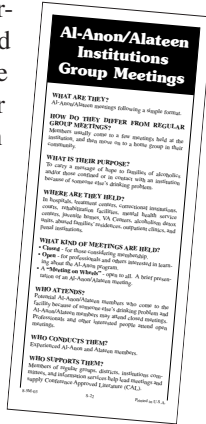
- Meet with management of the facility to inform them of the ways Al-Anon/Alateen can benefit their clients/patients.
- Offer to make presentations to the facility staff by:
 - a) Presenting a "Meeting on Wheels" (See guideline G-22).
 - b) Holding an open meeting
 - c) Showing the Al-Anon video (AV-31) to acquaint the staff and others with Al-Anon/Alateen.
- Establish meetings on-site—newcomer or regular meetings.
 - Provide Al-Anon/Alateen posters and literature to the facilities.
 - Leave literature and meeting lists in waiting rooms.
 - Provide soft cover literature for facilities that require it.
- Provide programs for "family night" at treatment centers.
- Present Institutions "Workshop on Wheels" at district meetings.



Note: Since regulations vary at each institution, permission must be sought from the proper authorities before initiating any of the above Al-Anon/Alateen activities.

WHAT IS AN INSTITUTIONS MEETING?

Al-Anon and Alateen Institutions group meetings are held at treatment centers, correctional, and other residential facilities to explain to potential members what Al-Anon/Alateen is and how it can help. These meetings are generally open only to the residents and their families, thus membership is transient, and these groups should register with the Al-Anon World Service Office (WSO) as Institutions beginner groups. Experienced Al-Anon/Alateen members lead the meetings and refer families to groups near their homes. The responsibility for an Institutions group may be divided among the groups in a district, a few nearby groups, or the members of an Institutions Committee. An institutions meeting may not have a Group Representative (GR). Transient members will have area assembly representation from their home group GR. A meeting format (S-22) is available from the WSO.



REGULAR AL-ANON MEETINGS AT AN INSTITUTION

Meetings that are open to local members and held in institutions are **not** considered institutions meetings. Two or more groups can successfully hold meetings independently at the same facility. One may be an institutions newcomer meeting, with transient membership; the other may be a home group meeting for members in the community who find the location convenient. An advantage to establishing a regular meeting at the facility is that it insures the Al-Anon presence will be there and accessible every week. These meetings (like all regular Al-Anon meetings) have group representatives.

HOW DO I GET STARTED?

Ask your Group Representative if your district has a Public Outreach or Institutions Coordinator/Chairperson, or a Public Outreach Committee. If there aren't any, contact your Area Public Outreach/Institutions Coordinator. Your District Representative, Delegate, Area Chairperson, or the WSO can tell you who the Coordinator(s) are. We encourage districts and areas to form Public Outreach committees and to work with their Area Coordinators.

WHY DO WE NEED TO WORK WITH AN AREA PUBLIC OUTREACH COORDINATOR?

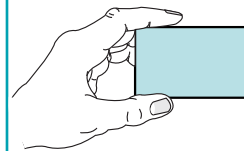
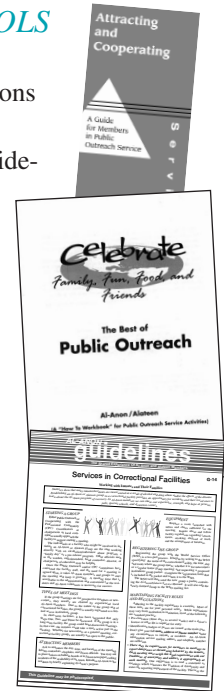
The area Coordinator can help to get maximum results from the work of Al-Anon and Alateen members involved in outreach projects in the area. By sharing projects implemented nationally by the WSO, the area Coordinator can provide "how to" information that will help local members avoid duplication of effort. And by sharing with the area Coordinator, they have the opportunity to help other members grow in service.

FORM AN OUTREACH TO INSTITUTIONS COMMITTEE

As with any area of Al-Anon/Alateen service, "the more the merrier." Get a group of members together to come up with a plan for reaching out to local institutions. Use *The Best of Public Outreach* (P-90) for ideas.

RESOURCES AND SERVICE TOOLS FOR YOU TO USE:

- Your Area Public Outreach or Institutions Coordinator(s)
- Area Public Outreach Coordinator guideline (G-38)
- *The Best of Public Outreach* (P-90)
- *Members Interested in Speaking* (G-1)
- *Attracting and Cooperating* ((S-40)
- S-15 Catalog for a full list of carrying the message materials.
- *Al-Anon/Alateen Service Manual* (P-24/27)
- *Institutions Meeting Explanation* (S-22)
- *Service in Correctional Facilities* guideline (G-14)
- *A Meeting on Wheels* guideline (G-22).
- Al-Anon informational video (AV-31)



- Local meeting schedules
- Create cards with local and WSO Web site addresses