



ALCOHOLICS ANONYMOUS
Area B Eastern Region

Area B Correctional Facilities Coordinator **(CFT Sub-Committee Chair)**

The Area B Correctional Facilities Team (CFT) Coordinator or CFT Chair keeps the Area B Committee and Fellowship informed on Correctional Facilities service work being carried out throughout Area B by individual Groups, Districts and the CFT Area B Sub-committee. This is done through reporting at Assemblies and Committee meetings and in the Area B-Line.

The CFC Chair needs to communicate with AA members in Area B visiting Correctional Facilities. The CF Coordinator must be careful not to come in over the top of existing CF service work by Groups, Districts or individual AA members and damage any good work or arrangements or relationships as a result. The already present CF Service Work may have need of some assistance and providing assistance is also the CF Coordinator's role.

The CFC Chair has another important and ongoing job, that of keeping a current list of existing Gaols, Police Lock-ups, Remand Centres, Correctional Centres, Juvenile Correctional Centres and Weekend Detention Centres etc. across all of Area B, with a view of extending the hand of AA wherever possible and needed. At the same time the CF Chair must be mindful of what AA can commit to and having an intricate knowledge of the Authorised Visitors and numbers on rosters in the Sub-committee puts them in the right place to make those decisions. Not keeping commitments with outside organisations is very bad PI/CPC. It is for this reason and a few other practical ones such as security clearances that the CFC is responsible for its own PI/CPC work.



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Each CFT Chair is elected from the Sub-committee from its own membership based on being an Authorised Visitor AA member and an AMC or another Area B Gaol roster participant and also having held a service position on the CFT-Sub-committee (This last point is best practice if possible only). This way the CFT ensures that advice and information requested from Area or AA members or Groups can be delivered by a Coordinator (Chair) that has actual experience with the "Inside Meetings" and is fully conversant with the challenges that each meeting presents. The CFT Chair is also in receipt of all Security Clearances and is the sole communicator between AA and the Correctional Facilities management and or Justice Department.

The CFT Coordinator also liaises with the Eastern Region Correctional Facilities Committee and can contribute to that service entity by participation in that committee. The Visitor Authorisations to NSW Correctional Facilities are processed through this committee and access to other NSW CF meetings is possible to be arranged through them. The Area B CF Chair should also communicate with the National Correctional Facilities Coordinator on request or as deemed necessary.

The CFT meets three to four times per year or more often if required to fine tune what they are doing in Area B's Correctional Facilities. The CFT has its own service positions such as Literature, Roster Coordinators and Recruiting Officers but those roles vary as they are deemed necessary.

From time to time there will be need for monies to be allocated from Area funds for Correctional Facilities service and the coordinator needs to be accountable and as prudent as possible.



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It has been found through experience that two years of sobriety is required before volunteers are able to apply for a Security Clearance and Training to join a CF meeting's roster and the CFT has a guideline that two continuous years in the CFT is preferred (Optimum) before being eligible to be elected Chair of the Area B Correctional Facilities Sub-committee.

The Area B Correctional Facilities Coordinator and/or Sub-Committee Chair is a two year service position and is a voting office.