



ALCOHOLICS ANONYMOUS
Area B Eastern Region

Area B Treatment Facilities and Special Access Team (TFT)

Coordinator – Job Description

The Area B Treatment Facilities and Special Access Team (TFT) Coordinator keeps the Area B Committee and Groups informed about Treatment Facilities and Special Access service work being carried out throughout Area B by individual Groups, Districts and the TFT Area B Sub-committee.

The Treatment Facilities & Special Access Team also serve to carry AA's message of recovery to alcoholics separated by language, culture, impairment of sight, hearing, mental health and other permanent or temporary disabilities including:

- Alcoholics from non-English speaking backgrounds
- Hearing impaired alcoholics
- Sight impaired alcoholics
- Alcoholics with physical disabilities
- Alcoholics with mental health problems
- Alcoholics too ashamed to come to AA because of poverty, homelessness, marginalisation

The TFT Coordinator:

- Communicates with AA members in Area B visiting Treatment Facilities such as Hospital Withdrawal Units (Detoxes), Rehabs, Mental Health Units and similar "Facilities" (Such as the CSO's Detox roster Coordinator)
- Maintains a current list of existing Treatment Facilities
- Generates Area B member enthusiasm and engagement in TFT service work
- Provides advice and assistance where possible to those engaging in TF Service Work



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- Ensures enthusiastic members / Groups avoid encroaching on existing TF service work by Groups, Districts or individual AA members which may be damaging to existing service arrangements
- Reports TFT service work at Area B Assemblies, Committee meetings, Area B-Line and Area website
- Communicate these same reports and information collected on professional contacts to the National Treatment Facilities and Special Access Coordinator
- Chairs the TFT sub-committee
- Attends National combined TFT, CFT and PI/CPC Forums

With the enormous potential for service, it is suggested that TFT service work be shared. Establishing a TFT Sub-committee enables a coordinated group of members to carry the AA message to Treatment Facilities and Special Access groups across a broad geographical area. In this way, the TFT Coordinator is not responsible for organising or attending TFT meetings across Area B but can be directly involved through the Area B TF Sub-committee.

This TFT Sub-committee looks after TFT and Information Meetings at Treatment Facilities in Area B. They may have at their own discretion their own officers such as Literature, Special Needs Coordinator, PI/CPC Sub-committee Liaison and Roster Coordinators and meet as they deem necessary. This Sub-committee's activity should be reported to Area B at Assemblies and Committee meetings.

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



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The Area B Treatment Facilities and Special Access Coordinator should be familiar with Guidelines GL-16, GL-18 and GL-33. It may be prudent for the TFT Sub-committee to elect its own Chair before an Area Committee Election Assembly and for GSRs and Area Committee to ratify the nomination officially at the relevant Assembly.

The Area B Treatment Facilities and Special Needs Coordinator is a two-year service position and is a voting office. The suggested sobriety requirement for this position is two years of continuous sobriety.