

HUMAN RESOURCE PANEL ANNOUNCEMENT

25 February 2005

Greetings to all Regional Service Committees, Zonal Forums, and the World Board. Please review the following announcement regarding the newly-adopted process for submitting potential candidates to the Human Resource Panel. ***The deadline for submissions is 31 October 2005.***

As you may recall, a motion was passed by conference participants at WSC 2004 that allows Regional Service Committees, Zonal Forums, and the World Board to forward potential candidates to the Human Resource Panel. These potential candidates would be considered for nomination to various world services trusted servant positions by the HRP after the blind screening step of our process has been completed. Those positions include: WSC Cofacilitator, Human Resource Panel Member, and World Board Member. ***The DEADLINE for receipt of these potential candidates from RSCs, Zonal Forums, and the World Board is 31 October 2005.***

We are excited about this new opportunity for these various service bodies to forward members they believe should be considered for WSC trusted servants and are confident that we will develop a plan to facilitate the process. But as we reported in the recent *NAWS News*, this new process was adopted without the opportunity to fully flesh out the details. We are attempting to do that now, before we move into our busiest part of the conference cycle. As a part of that effort, we have created a submission form. You can find a copy included with this mailing. It will also be available on the World Service Conference page on our website, here is that link: www.na.org/conference/index.htm.

HOW TO FORWARD NAMES TO THE HRP FOR CONSIDERATION

There are many ways for RSCs, Zonal Forums, and the World Board to know people who may be considered as potential candidates. There may be someone who has been a trusted servant of one of these bodies, or someone who approaches one of these bodies and states she or he is interested in a particular NA World Services trusted servant position, or an individual NA member may suggest someone, to list just a few examples. It will be important for each service committee to consider how they will decide to forward potential candidates. We encourage your committee to discuss and develop a process that will work best for each of you.

We strongly suggest that service committees speak with the prospective candidate before forwarding their name to the HRP. This will save you time if the person is not interested; and this will also save the HRP time by not having to contact someone whose name was forwarded, only to discover that they are not interested. Any potential candidate must complete or update his or her World Pool Information Form (WPIF). It would be very helpful if your service committee passed along this request to those members. The WPIF is available online at: www.na.org/HRP/wpif-default.htm or by calling or writing to NAWS.

Again, we suggest that the above service committees consider any individuals who may be qualified for any of these positions. Detailed discussion of each of these positions can be found in our service manual, *A Guide to World Services in Narcotics Anonymous*. Here is some information from the guide:

WSC Cofacilitator:

Five years continuous clean time.

The qualifications for the WSC Cofacilitator are:

- A demonstrated ability to preside over business meetings.
- A working knowledge of WSC policies and procedures.
- A working knowledge of *Robert's Rules of Order* and general parliamentary procedure.
- Demonstrated organizational skills.
- Holding no other world service positions or responsibilities at the time of assuming the Cofacilitator's duties.
- A working knowledge of the Twelve Steps, Twelve Traditions, and Twelve Concepts of Narcotics Anonymous.

Human Resource Panel Member:

- Eight years continuous clean time.

Membership requirements: As well as holding no other world service commitments by the time they assume their duties on the Human Resource Panel, all prospective Human Resource Panel members should demonstrate the following:

- Trustworthiness—integrity and the ability to provide leadership (as discussed in our Fourth Concept).
- Discretion—the ability to fulfill their responsibilities with the conference's confidence that confidential information will be protected.
- Experience—members should possess previous world service experience and should demonstrate some personnel/human resources experience.
- Ability to read English.
- A working knowledge of the Twelve Steps, Twelve Traditions, and Twelve Concepts of Narcotics Anonymous.

World Board Member:

- Ten years continuous clean time.

In addition to the qualities expressed in Concept Four such as humility, integrity, trustworthiness, and strong commitment to open communication, the following qualifications for nomination and election to the World Board are written to express the variety of skills and experience necessary to the board's optimum operation.

A single individual may not have all of the qualifications listed below. These qualifications should not be viewed as a list of absolute requirements, but rather as an expression of the qualities and experience that will help the board to best serve our fellowship:

- History of both completing work independently and working well within a group.
- Familiarity with and commitment to the World Service Conference vision of a global fellowship demonstrated through world service or personal life experience.
- Familiarity with the Narcotics Anonymous service structure.
- Administrative skills.
- Experience with plan development and financial forecasting.
- Organizational and communication skills.
- Ability to donate sufficient time to attend meetings, travel, and to fulfill the additional commitments of board membership.
- A working knowledge of the Twelve Steps, Twelve Traditions, and Twelve Concepts.

Once your service committee has agreed to forward a name (or names), the following information should be submitted as soon as possible, keeping in mind that the deadline for receiving the information is **31 October 2005**.

WSC 2006 Potential Candidate Submission Forms can be obtained at our website, here is that address: www.na.org/conference/index.htm, or by contacting NA World Services. Completed forms can be submitted electronically at our website, or by FAX at 818.700.0700, or by mail to:

Human Resource Panel
c/o NAWS, Inc.
19737 Nordhoff Place
Chatsworth, CA 91311 USA

WSC 2006
Potential Candidate Submission Form

Service Body

Forwarding Potential Candidate: _____

Please list **ONE Trusted Servant** from the body to act as a contact for the HRP.

Contact's First and Last Name:

Contact's Complete Mailing Address:

Today's Date: _____

Contact's
Phone Number: _____

Contact's
Email Address: _____

Please list the following information for the **Potential Candidate**:

First and Last Name of Potential

Candidate: _____

Complete Mailing Address:

Clean Date: _____

Phone Number: _____

Email Address: _____

Trusted servant position(s) she or he is interested in:

- World Board
- Human Resource Panel
- WSC Cofacilitator

Regarding World Pool Information Form (WPIF):

- The potential candidate has recently (within the last 3 years) completed a WPIF form.
- The potential candidate has not recently completed a WPIF form, but will do so (the form is available through NAWS or at www.na.org/HRP/wpif-default.htm).