

GROWING YOUR NEW GROUP TIP-LIST

Newly formed FA groups often find their first three to six months to be the most critical. This tip-list is intended to provide basic guidance to help new groups get started and succeed. Regardless of whether your group was founded by experienced Twelve Steppers or by people relatively new to recovery, you are certain to find this tip-list helpful. Start using it at your very first meeting!

THE IMMEDIATE GOALS OF ANY NEW GROUP ARE TO:

- 1. Meet members' needs**
- 2. Plan and lead meaningful meetings**
- 3. Use FA literature effectively**
- 4. Avoid destructive group behaviors**
- 5. Know where to find help and resources**

1. MEET MEMBERS' NEEDS:

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| Are there ... | ● signs posted leading to the meeting room? | ● enough chairs? |
| | ● coffee and refreshments? (optional) | |
| Is ... | ● the room open 10 to 15 minutes before meeting time? | ● FA literature (only) displayed? |
| Are ... | ● members, newcomers, visitors and guests greeted with a smile at the door? | ● newcomers given a WELCOME! Folder and some members' phone numbers? |
| Do we ... | ● start and end the meeting on time? | ● follow the <i>Suggested Meeting Format</i> ? |
| | ● understand and observe <i>anonymity</i> and <i>crosstalk</i> ? | ● include everyone? |
| | ● share our stories of personal growth and change? | ● make time for newcomers and visitors to speak? |
| | ● encourage newcomers to make a 6-week commitment? | ● explain <i>sponsorship</i> ? |

2. PLAN AND LEAD MEANINGFUL MEETINGS:

Note: Helpful resources include "Service: The Sixth Tool" in *The FA Tools of Recovery* (#5001) and "Tradition Four: Meeting Types" in *The Twelve Traditions in Action* (#5010).

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| Do we ... | ● take turns leading meetings? | ● volunteer to lead meetings? |
| | ● choose and prepare a topic when we do lead? | ● know about the several types of meetings? |

3. USE FA LITERATURE EFFECTIVELY:

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| Do we ... | ● use a variety of FA literature for study and discussion? | ● study the Twelve Steps and the Twelve Traditions? |
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4. AVOID DESTRUCTIVE GROUP BEHAVIORS:

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| Do we understand ... | ● <i>dominance</i> , <i>crosstalk</i> , and <i>anonymity</i> ? | ● why we do not use outside literature? |
| | ● why we do not counsel one another? | ● why we do not dwell on the past? |
| | ● why we do not discuss religion? | ● the danger of gossip? |
| | ● the proper use of group funds? | ● why we must wait to be recognized by the leader before we speak? |

5. KNOW WHERE TO FIND HELP AND RESOURCES:

- World Service Office (see phone numbers below)
- Group Outreach Committee (go@familiesanonymous.org)
- *Tips for Group Secretaries* (#WSOF-14)
- *The FA Twelve Traditions in Action* (#5010)
- *The FA Tools of Recovery* (#5001)
- Nearby FA groups, intergroup, or national service board (refer to the meeting directory on the FA website)

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