

Alcoholics Anonymous District 90

CORRECTIONAL FACILITIES COMMITTEE (CFC) Revised Job Description 2018

Purpose: The primary purpose of the CFC is to carry the AA message for recovery to the alcoholic who is incarcerated, and to those who are about to be released from jails and prisons.

Objective: The CFC objective is to provide the opportunity for recovery and service, in cooperation with the law enforcement community through mutual understanding, by taking AA meetings into correctional facilities; providing AA Conference Approved Literature for inmates; providing contacts for correspondence; and, providing personal contacts upon release.

Goal: This Committee's goal is the creation and maintenance of a service structure, based on an adherence with the Twelve Traditions of Alcoholics Anonymous that will strive to fulfil its Purpose and Objective through responsible actions, i.e., sponsor AA meetings regularly in facilities, collection of funds to purchase AA literature, providing information to and for the AA member about Correctional Facilities opportunities, conducting regularly scheduled business sharing meetings, and cooperating with other CFC's and Service committees.

Structure:

- A. Group CFC Rep
 1. Informs the Home Group about CF 12TH Step and Service opportunities.
 2. Participates as a member of the District CF Committee.
 3. Assists with the Home Group's knowledge, collection, and distribution of the "BLUE CAN" funds.
- B. Meeting Contact Rep
 1. Coordinates AA member volunteers to assure AA meetings are held at the specified time and dates at a specific facility.
 2. Participates as a member of the District CF Committee.
 3. Acts as information liaison to the Facility Rep and the AA member volunteers.
 4. Appointed/approved by the Facility Rep or the District CFC Rep.
- C. Facility Rep
 1. Selects and assists the Meeting Contact Rep(s).
 2. Participates as a member of the District CF Committee.
 3. Acts as information liaison to the Facility Administration and to the District CFC Chair.
 4. Maintains (add/delete/remove) clearance list for specific facility, or for specific program such as Correspondence or Contact on Release.
 5. Appointed/approved by the District CFC Chair or Committee.
- D. Liaison (District/Area)
 1. Represents the CF Committee at business meetings of other CFC's and other Service committees, and reports finding to the CF Committee.
 2. Participates as a member of the CF Committee.
 3. Appointed/approved by the CFC, the CF Committee or the CFC Chair.
- E. At the end of each term all records will be transferred to the Archives.