

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street
Van Nuys, CA 91406
(818) 780-3951



TO: The Fellowship of N.A.
FROM: George H., WSC Chairperson
RE: IT WORKS: How and Why
DATE: March 23, 1985

This packet contains special reports from the Administrative Committee Chairperson, the Board of Trustees, the World Service Office, and the World Service Conference Literature Committee Chairperson. This report concerns the activities involved in the progress of the new step and tradition book entitled IT WORKS: How and Why. The Fellowship has, in recent years, been making it very plain that the most needed publication is a book on how to work the Twelve Steps and live by the Twelve Traditions of Narcotics Anonymous. This was made manifest through an action by the World Service Conference when it met in April of 1984. A unanimous vote was taken to instruct the Literature Committee that a book on steps and traditions should be the highest priority item of work they should embark on in the coming year. Because this piece of literature is about such an integral part of the N.A. Program--the Twelve Steps and Twelve Traditions--it is considered a very important project. The Literature Committee has therefore, worked closely with other trusted servants in the WSB, WSC, and WSO. The purpose of the attached memorandums is to keep the Fellowship informed of the development of this publication and describe how each service body has contributed to it.

During the year, as indicated in this report, Literature Committee workshops were held, additional input was requested several times from the Fellowship, individual literature committees around the Fellowship were involved, Board of Trustee members individually and collectively were involved, and trusted servants at the world level were kept abreast. The World Service Conference Literature Committee Chairperson reported to her Literature Committee participants and to the Fellowship in the Newsline that it is critical that additional information and input be provided to the Literature Committee so this publication could be completed. It is obvious from the input the Literature Committee has received and worked up to this point, that additional input is still needed. This is one reason why the

Page Two - Memorandum - March 23, 1985

book was sent out to the Fellowship at this time: for review and input.

For months there were discussions among world level trusted servants described elsewhere in this report, on the desirability and practicality of having a contract with an individual whose skills in writing in the field in which recovery is associated, be hired to assist with this book. There were frequent and numerous communications between the Board of Trustees, the World Service Office Board of Directors and staff, the Literature Committee Chairperson and the Literature Committee members on the desirability and essential need to proceed on this course.

At a special meeting of the World Service Conference Administrative Committee and Subcommittee Chairpersons held in Los Angeles, during the weekend of January 5th, it was the unanimous concurrence of all of those present, that this effort by the Literature Committee, in conjunction with the World Service Office, should continue to fruition. The World Service Conference Administrative Committee feels that this effort is both positive, desirable and essential to the Fellowship. It has been clearly understood that the product of this contract, a written draft, will be done so in conjunction with the Literature Committee, and does not represent a separate publication or publication other than material for consideration by the World Literature Committee.

George Hollahan, WSC
Chairperson

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TO: The Fellowship of N.A.
FROM: WSC Literature Committee
RE: IT WORKS: How and Why
DATE: March 23, 1985

A new book has just been produced by the World Literature Committee. It is about the Twelve Steps and Twelve Traditions and has been distributed to the Fellowship for review and input. The development of this new book has generated quite an interest among our membership. The Literature Committee is also using a new resource with this book: a professional writer. This is the first time we have utilized the services of a professional and it is an adventure for all of us. We feel assured, though, that our ultimate authority is directing the development of this important piece of literature and that its pages will speak to addicts desiring recovery. Here is a brief summary of how the work has progressed.

The Literature Committee has been working on the book IT WORKS: How and Why for several years. In the early stages, input was requested from the Fellowship for a publication on steps and traditions. The original input that was received from N.A. members and resource files was channelled to two different regional literature committees for their review, work and input. Consideration by these two committees lasted approximately one year, at which time a preliminary draft was completed. This first draft was then sent out to many different regional and area literature committees, as well as WSB members for evaluation and further work. A considerable amount of additional input was generated by these different committees which subsequently was workshopped into a second draft.

At the World Service Conference in 1984, a motion was passed instructing the Literature Committee to make the publication on steps and traditions their highest priority item. The Fellowship had long needed and consistently requested a book on steps and traditions since these principles make up the basis of recovery. The manuscript was therefore considered a valuable and essential tool for recovery in the N.A. Program.

In June, 1984, the World Literature Committee held a workshop to complete the second draft of the manuscript. The resulting draft was then evaluated by Literature Committee members. The help of the WSB was also solicited. The WSB Chairperson assigned each Trustee one chapter to review and contribute input on. Some very worthwhile material was produced in this manner.

In the fall of 1984, another workshop was held in San Diego, California. Three Trustees attended, along with members of the World Literature Committee and World Service Office staff. It was a very successful workshop and concentrated almost exclusively on the book of steps and traditions. The result of that workshop is the current review manuscript entitled IT WORKS: How and Why. Evaluation of this material by the World Literature Committee resulted in a decision to distribute the review material to the Fellowship. Although the Committee did not view the manuscript as complete, the general consensus was that the World Literature Committee had applied its best resources and produced a draft manuscript which was a good beginning. The Committee emphasized that the book was a "work-in-progress" and submitted it to the Fellowship as a means of acquiring additional input which the Committee felt was necessary to make the manuscript thorough and complete.

From the very beginning, there has been an enormous concern among members of the Fellowship, and among Literature Committee members themselves, that this publication, perhaps above all other publications, must be the highest quality. Because the Twelve Steps and Twelve Traditions are the embodiment of the message of recovery, this book must be the most comprehensive, and well-written material that fully, completely and accurately conveys the message of recovery in Narcotics Anonymous. It was felt unanimously among those who read the original draft copies of the review material that the manuscript was not yet thorough enough to meet the needs of the Fellowship for this publication. Although the material is substantially correct and accurate in its intent and language, the message is conveyed somewhat obscurely due to the quality of the writing. This is a consequence of writing "by committee." The message sometimes is not as clear as it could be if it were more professionally written.

Among the discussions during November and December of 1984, it evolved that the most logical and reasonable course of action at this time would be to utilize the services of a competent, professional writer--a person who is familiar with the Twelve Steps and Twelve Traditions. A member of the Fellowship was

desired if possible, if not, perhaps a member of a related Fellowship, who had prior experience and reputation in publishing books about related matters and material. The WLC therefore, decided that at this stage, a professional writer and editor should be brought in to assist the WLC in preparing the final form of the book. The Committee also felt that a more active role should be used in order to get the substantive input from long-term members that is needed.

After the WLC settled on this course, discussions began with other trusted servants at the world level. The WSB, WSC Administrative Committee and WSO Board all concurred with the decision of the WLC to hire a professional writer to compile the final form of the book, and the WSO agreed to finance the undertaking. A search was begun to identify potential individuals who could fill the needs of the Fellowship for the work on the book IT WORKS: How and Why. The Board of Trustees' involvement is described in their memorandum attached to this packet. Discussions between the Chairperson of the Literature Committee, members of the WSB, and the officers and office manager of the World Service Office led to actions which are reported in the World Service Office memorandum, also attached to this packet. The conclusion of all of these discussions, was that the search continued to the point where three different prospective writers were interviewed jointly by a task force established with representation from the Board of Trustees, the World Service Conference Administrative Committee, the World Service Conference Literature Committee, and the World Service Office. The three prospective individuals were interviewed; their qualifications were reviewed, referrals and references checked, and a unanimous agreement was reached. The person who was recommended is a lady with sixteen years recovery in another Fellowship. She has written two books on her own, and collaborated on six other books, which are nationally-known best seller publications, in the fields of self-development and popular psychology. The unanimous recommendation, and the actions taken on that recommendation are described in the WSO memorandum.

The task force committee continued to meet to establish a list of N.A. members who seemed to exemplify N.A. recovery and who would be asked to contribute input. In line with the WLC's decision to actively solicit input from long-term members, these individuals would be interviewed by the professional writer, by a member of the Literature Committee, or by a WSO staff member for the purpose of acquiring the necessary input. The experience of the WLC demonstrated that N.A.'s oldest and often most valuable

long-term members are often deeply involved with N.A. service commitments and frequently don't have the time to submit written input. For this reason, taped interviews seemd to be a more practical means of utilizing the wisdom and experience of N.A.'s long-term members. Under the guidance of the WLC, all input received, written and taped, would be provided to the writer for her to work on the final-form manuscript of IT WORKS: How and Why. Effort has gone forward in this way to obtain materials from some of N.A.'s oldest members across the country.

Throughout this entire process, it has been clear among all participants that the Literature Committee Chairperson acts as the general supervisor for all activities related to development and work by a professional writer. The direct contractual relationships and obligations are managed however, by the World Service Office, as the contract is between the World Service Office and the individual writer. It is correctly understood by all parties involved in these discussions that the work being produced under this contract will be done in conjunction with the World Literature Committee. There is no intention, desire or possibility that the work developed by this contract would ever be used, published or printed directly or indirectly without having first been reviewed and worked on by the Literature Committee in a workshop setting.

All input received from the Fellowship in the upcoming months will be channelled to the WLC and professional writer as it is received. Input which is received at the end of the review period (Fall, 1985) will be discussed at the November meeting. At that workshop, the WLC will review the entire manuscript produced by the writer and recommend any revisions they feel are necessary. It should be emphasized at this point, that the work done by the professional writer will be based on the review manuscript supplemented by additional input received from members of the Fellowship. All the input from this professional person will be considered, reviewed and integrated into a more comprehensive and complete book that the Fellowship eventually will consider for approval. This material will follow the regular approved World Service Conference literature review procedure so that the Fellowship has complete and absolute authority over this publication, as it has and will continue to have, in all publications developed through the World Service Conference Literature Committee. We remain your trusted servants and thank you for the opportunity to practice the Twelfth Step.

Ginni Swanson, Chairperson
World Literature Committee

WORLD SERVICE BOARD OF TRUSTEES OF NARCOTICS ANONYMOUS

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TO: The Fellowship
FROM: Sally E., WSB Chair
DATE: March 23, 1985
RE: IT WORKS: How and Why

The Board of Trustee member assigned to the World Literature Committee attended the workshop of the Literature Committee in July of 1984. Following the workshop this Trustee discussed the workshop progress with this chairperson on the status and quality of the material that was to be included in the book IT WORKS: How and Why. There was concern from the Trustee assigned to literature, that the material was not yet of the quality that the Fellowship needs for a textbook on understanding, working and living the steps and traditions.

The Trustees, during the summer months of 1984, discussed this among themselves with growing concern. Consensus among the Trustees was that each member would draft individual thoughts, ideas and input that could be transmitted to the Literature Committee for consideration and possible inclusion. When the Literature Committee met at its San Diego workshop, input was available from nine of the eleven Trustees. Three of the Trustees attended the San Diego literature workshop. They were directly involved in the workshop and acted as resources during the workshop sessions on the various traditions and steps providing assistance, experience, strength and hope. Additionally, an effort was made to assist in the overall compilation and assimilation of the final draft. It became obvious, as the work progressed, that the quality of this draft, although positive and including a lot of terrific ideas that are useful in recovery, was still insufficient for a quality publication that would be of great value to individual members of the Fellowship.

The Trustees continued to discuss this dilemma among themselves and throughout the Fellowship. At the December meeting of the Board the matter was discussed again. A resolution was considered and adopted by the Trustees, to recommend to the World Literature Committee that procedures be changed regarding the book on Steps and Traditions to allow for outside professional

"guidelines" - wsc voted them in ∴ must participate in changing it

Page Two - Memorandum - March 23, 1985

assistance in the development of this tool for the fellowship.

This unanimously adopted resolution was transmitted to the World Service Conference Literature Committee Chairperson, the World Service Conference Administrative Chairperson and the World Service Office Board of Directors.

During the weekend prior to the WSO Board meeting several interviews were conducted with qualified candidates for consideration. At the January meeting of the Board of Directors of the World Service Office, this Chairperson attended to discuss and recommend to the Board that they adopt and agree to a contract with the best candidate that had been found from the interviews held.

Sally E., Chairperson
World Service Board

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TO: The Fellowship of N.A.

FROM: Chuck Gates, WSO Board

RE: IT WORKS: How and Why

DATE: March 23, 1985

The World Service Office was contacted during the summer of 1984, to assist in the collation, publication and distribution of draft materials for the workshop to be held by the World Literature Committee in San Diego. The World Service Office staff and Directors assisted the Literature Committee in this workshop in San Diego. The World Service Office provided a typist and a computer into which all of the draft material was placed while at the workshop. Immediately following the workshop, this draft was made available to the Literature Committee members and trusted servants for final editing and review prior to its publication and distribution as review literature to the Fellowship. It was during this period of time, following the workshop, that discussions about the need for additional input and the help of a professional writer were brought to our attention. Among the recommendations considered in these discussions, was the possibility of having the World Service Office provide the funds to enter into a contract on behalf of the Fellowship for a professional writer to assist the Literature Committee in the compilation of the approval-form of IT WORKS: How and Why.

Following the Board of Trustees meeting in early December 1984, in which they recommended to the World Service Office that a professional be used to help with this book, a special report was mailed to the World Service Office Board of Directors. This special report analyzed and recommended to the Board of Directors that a contract for these services be developed and that effort should be exerted as soon as practical to identify and interview prospective individuals who would be capable of doing this work.

At the January meeting of the Board of Directors a specific contract proposal was developed based on the recommendation of the task force that had been working together and interviewing potential candidates. There were three major items of criteria used in the evaluation process: 1. Did the person have a reasonably well developed understanding of the Steps and

Traditions. 2. That the person was not using drugs. 3. That the person have prior published works in a field of publication related to recovery. It was the unanimous agreement of the Board of Directors of the World Service Office to enter into a contract with the party recommended by the task force for professional services in working with the Literature Committee in writing the final-form material for this book.

The World Service Office staff has proceeded to finalize and complete contractual obligations so this contract can be fulfilled. At the same time, the World Service Office has continued to assist the Literature Committee and the task force to further the actual day-to-day work involved in doing the research and preparation for this effort. The World Service Office Board of Directors feels very strongly that it can and should assist, the Literature Committee and other committees in the development of tools they have responsibility to produce which will aid and assist members of the Fellowship in carrying the message of recovery. With this in mind, the contract has recently been signed and work is progressing according to a schedule adopted by the task force.

Chuck Gates, President
WSO Board of Directors