

## Tips for Effective Speaking

1. Be prompt and dress appropriately. First impressions are very important. Assume you are the first AA member they have seen. Are you being a good example of a Walking Big Book?
2. "We should recognize that our experience to speak about alcoholism is limited in subject matter to Alcoholics Anonymous and its recovery program.21, *Speaking at non-AA Meetings* pamphlet
3. Be familiar with A.A. position on problems other than alcohol. Remember, you are trying to accurately carry A.A.s message, not your own.
4. No cussin' or talking like a sailor.
5. Avoid drunkalogues.
6. Don't Push. Remember: a cheerful smile and welcoming attitude put most people at ease, and leaves a positive impression of our Fellowship.
7. Try to convey enthusiasm and confidence. A smile, good posture, and relaxed tone help.
8. Avoid using A.A. jargon. Or explain what the terms mean.  
(Sponsor, Big Book, 12 Step Call, 4 Step, GSO, Oxford Group, etc)
9. Who is the audience? Tailor your presentation to the group you are speaking to.
  - Young people will identify more with the early signs of alcoholism.
  - Professionals (doctors, clergy, and probation officers) might be more interested in when you knew you were an alcoholic and needed help.
10. Review
  - 12 Traditions
  - *Speaking at Non AA Meetings* Pamphlet
  - AA Fact Sheet *Information on Alcoholics Anonymous*
  - *Problems other than Alcohol* pamphlet

## **I AM RESPONSIBLE...**

When anyone, anywhere, reaches out for help, I want the hand of A. A. always to be there. And for that: I am responsible.

*Our recovery is based on sharing our experience, strength and hope with each other, that we may solve our common problem; more importantly, our continued sobriety depends upon helping others to recover from alcoholism.*

### **Austin AA Website & Meeting Schedules:** <http://www.AustinAA.org>

Austin AA Hotline  
512-444-7586

This pamphlet to is provided by the A.A.  
Cooperation with the Professional Committee  
District 3B/3C - Austin, TX.

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## **Outline for Speaking at a non-AA Meeting**

### 1. Introduction

**Identify as an Alcoholic (first name only)**

- **We are members of A.A. but not spokespeople for A.A.**
- **What you hear is the opinion of the speaker and not that of AA as a whole.**
- **We have no opinion of outside issues**
- **We are NOT:**
  - suggesting anyone is an alcoholic.
  - suggesting alcohol is bad.
  - recruiting or signing up new members.
  - experts on alcoholism.
  - affiliated with any institutions

### **We ARE here to:**

- Inform about A.A. is and is not.
- Inform about what A.A. does and does not do.
- Let you know you are always welcome.

## 2. "Anonymous – Not Invisible"

- Anonymity means we do not talk about who we see or what we hear in A.A. meetings.
- We do not give our last names or show our faces on TV, Radio, Film or Internet.
- We want to make sure the newcomer feels safe that his or her anonymity will not be broken.
- We do not want Alcoholics Anonymous to be so anonymous that the suffering alcoholic cannot find us.

“There may be some here who are not familiar with our Tradition of personal anonymity at the Public level:

“Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, TV and films.

Thus, we respectfully ask that no AA speaker – or, indeed any A.A member – be identified by full name in published or broadcast reports of our meetings, include reports on new media technologies such as the Internet.

The assurance of anonymity is essential in our effort to help other problem drinkers who may wish to share our recovery program with us. And our Tradition of anonymity reminds us that A.A. principles come before personalities.”  
(pg 13 – *Speaking at Non-A.A. Meetings* pamphlet)

## 3. A.A. Preamble

(Hand out A.A. Preamble Worksheet)

“*Alcoholics Anonymous*® is a fellowship of men and women who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism.

- The only requirement for membership is a desire to stop drinking. There are no dues or fees for AA membership; we are self-supporting through our own contributions.
- AA is not allied with any sect, denomination, politics, organization or institution; does not wish to engage in any controversy, neither endorses nor opposes any causes.
- Our primary purpose is to stay sober and help other alcoholics to achieve sobriety.”

## 4. A.A. Information Sheet

### **What A.A. Does**

- At meetings A.A. members share their recovery experience with anyone seeking help with a drinking problem, and give person-to-person services or "sponsorship" to the alcoholics coming to A.A.
- The A.A. program, as set forth in the Twelve Steps to recovery, offers the alcoholic an opportunity to develop a satisfying way of life free from alcohol.

### **What A.A. Does NOT Do**

- Make medical or psychiatric diagnoses or prognoses, or offer advice.
- Provide drying out or nursing services, hospitalization, drugs, housing, jobs, money or other welfare services.
- Accept any money for its services or contributions from outside sources.
- Provide letters of reference to parole boards, lawyers, court officials, social agencies, employers, etc.

## 5. A.A. History

- *Briefly* describe Bill and Dr. Bob’s story.
- Explain how Bill sought out Dr. Bob after a failed business venture in Akron.

## 6. A.A. 12 Steps

explain them, not individually, but as a whole  
These are the steps the individual takes.

## 7. A.A. 12 Traditions

explain them, not individually, but as a whole  
These explain and preserve what A.A. is.

## 8. A.A. Meetings

**Open Meetings** – open to anyone, you do not have to be an alcoholic to go to an open A.A. meeting. However, only A.A. members (people with a desire to stop drinking) are allowed to share at an open meeting.

**Closed Meetings** – Only people who have a desire to stop drinking are allowed at Closed A.A. meetings.  
(Speaker, Discussion, Big Book, Tradition, Men’s, Women’s)