*Strengthening My Recovery (ACA WEB0120)*

# Service Report Jim R. and Will B., *Co-Secretaries*
service@acamorning.org

December 20, 2021

## Priorities
The Secretaries of the Service Team have been developing the volunteer process. Two priorities were identified: gaining more Tech hosts and providing Room Host/Chair training. Room Host trainings resumed in December. The Tech hosts were asked their opinions on how best to fill their numbers. Both issues are slowly being addressed.

The Key holder position has been eliminated. Presently the day's Tech Host opens the room. The group may want to initiate a form of 'backup' in case the Tech Host has immediate personal obstacles, or there are natural disasters or technical problems.

## The Schedule
The schedule currently has 70 'slots' for service. This includes 7 Tech Hosts, 7 Chairs, 49 Room Hosts and 7 Newcomer Greeters.

There are 56 possible breakout rooms, throughout the week. This includes those led by Chairs and Room Hosts. Room 8 is being left open for trained members who are not scheduled for that day yet would like to host a room. Of the 49 remaining rooms, in the past week, 47 rooms were covered by 35 members. 10 of those members hosted a room 2 times a week; 1 member, 3 times. 2 room slots were unfilled.

This information changes weekly with members signing up and stepping down. An average has not been determined, nor is there a sense that it would prove to be informative.

The Sign-up Form is working well. A new question has been added which will indicate which type of device the members will utilize in providing service.

## The Service Team
Presently a roster of members in service is being developed. This list will offer contact information, promoting fellowship and the means to operate together as a service group. Along with a roster, a document is in development, which will outline some accepted practices and suggestions on how to do service more effectively.

A time for discussing the challenges of service or to ask the group for guidance will be scheduled. It is likely that those opportunities will be offered in 30-minute blocks before the morning meeting.

A Service Team is in development. The Team will work together to invite people to perform service; to provide training and scheduling; to help those doing service to connect; and to monitor Zoom account settings. Presently, in addition to Will and Jim, Barbara S. is a member of the Service Team. Along with general team building, Barbara is instrumental in communicating the group's service needs to the membership.

**Looking Ahead**
The January Group Conscience will mark the three-month point of the establishment of the Service Secretary role. This will initiate a review of the position, which could be done in a Position Description Committee meeting.

Also in the month ahead, more trainings will be needed, especially for the Tech position. Methods of training are being discussed.

For clarity and consistency, a breakout room standard practices document will be circulated.

The Service Team will be expanded. A Service Social will be explored and scheduled, and a roster of service members will be compiled and distributed through the email address: service@acamorning.org. This address is also the place to direct questions and comments.

**On the Website**
These reports will be posted regularly on the ACA Morning website, under Our SMR Meeting – Reports.
The Sign-up Form may be found at: https://www.acamorning.org/sign-up-here-for-service/
The new schedule is also on the website at: https://www.acamorning.org/the-smr-service-schedule/
A description of the Service leadership positions may be found on the website at:
https://www.acamorning.org/service-2/service/

**On Slack**
A new channel has been established, #service-dailymtg, as a space to discuss issues surrounding 'being of service' at the daily meeting. Slack is a workspace platform, used to develop the functioning of the group meeting and to communicate with each other. To join, ask for an invitation.