**MIDWEST REGION GUIDELINES for NARATEEN**

**Passed at regional assembly \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Role of the Region:** The Midwest Region will provide each new Midwest Narateen Group registered with the WSO with the Narateen New Group Packet as well as one copy each of the “Hope for Children”, “Day at a Time” and “Living Today in Alateen” Books. (Motion September 17,2011) The Midwest Region will reimburse and/or pay for the costs of the background checks for up to 3 Narateen Group Facilitators. As with other subcommittee chairs, the Narateen subcommittee chair will be elected at regional assembly and may have term limits as determined by the region.

**Role of the Narateen Subcommittee:**

* Ideally the committee should include at least one facilitator or member from each Narateen group.
* The Narateen subcommittee shall update these safety guidelines as needed and present as a motion for assembly approval.
* Submit a yearly budget proposal to the region
* Refer to the NTPP the names of interested facilitators who have communicated with the committee and appear committed to supporting a Narateen meeting.
* Support existing group members and facilitators
* Support outreach and new group formation.
* Support Narateen participation in local Nar-anon conventions
* Work to design and maintain a facilitator training program.
* Assign experienced facilitators to mentor new facilitators

**Role of a Nar-anon group**: It is suggested that Narateen Groups be affiliated with an active Nar-Anon Group. Local Nar-anon groups are encouraged to provide material and/or financial support for Narateen as well as have members willing to become certified facilitators.

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**Narateen Process Person (NTPP):**  The Midwest Narateen Regional Process Person shall serve with duties and responsibilities as follows:

* Will be elected at our Midwest Assembly...
* Maintain and update Midwest Narateen Group Facilitator information and Narateen Group information with Nar-Anon World Service.
* Maintain current information with the background check agency, including setting up account and payment information.
* Verify funds are available for background checks.
* Communicate and maintain records between agency and facilitators for completion of background check process.
* Act as a liaison between World Service, Midwest Region, Midwest Narateen Committee, facilitators Narateen members & the fellowship.
* Securely store records related to facilitator information and background check results
* Send completed [facilitator registration forms](https://drive.google.com/file/d/1QltRZXuIK4o-78cA4HSjW7KWn-uXMgdY/view?usp=sharing) to WSO (S-333) and update that information annually in June.
* Complete and submit the [Narateen Group Registration form](https://www.nar-anon.org/new-group) (form in GLS ) to the WSO once the group is ready to start.
* Communicate passed background checks to the regional Narateen Committee chair.
* The NTPP may be a member of the NT committee and may also serve as chair

**Facilitators:** The role of a Narateen facilitator is to provide a safe space for the teen group members and provide a framework and guidance for the meetings based on the 12 Steps, 12 Traditions and 12 Concepts of Nar-anon. There must be two certified Narateen Group facilitators registered at WSO at all Narateen Meetings. A Narateen Group facilitator must meet the following requirements:

* Be at least 21 years of age.
* Be an active member of Nar-Anon, continue to attend their own meeting, and maintain a working knowledge of the Nar-Anon program.
* They should not be a family member or guardian of any group members.
* Successfully complete the required background check for their state in regards to adults working with minors, every five years, through the Midwest Region’s Narateen Committee’s approved resource [Verified Volunteers](https://www.verifiedvolunteers.com/).
* Annually complete [facilitator registration forms](https://drive.google.com/file/d/1QltRZXuIK4o-78cA4HSjW7KWn-uXMgdY/view?usp=sharing) and send to NTPP and WSO (S-333)
* Have an experienced Narateen Facilitator mentor for the first 6 months for guidance and support.
* A facilitator will serve as the liason to any supporting Nar-anon group and the facility where the meeting takes place.
* Facilitators with more than 6 months experience must be willing serve as mentors to new facilitators.
* Facilitators must respect all local laws related to adults interacting with minors, if Facilitator suspects a minor member is a victim of neglect or abuse, they should be encouraged to consult each other or Narateen Committee members for support before reporting suspected child abuse or neglect.

\*Details of the Child Abuse Mandatory Reporting Law (39.201) can be found here:

<https://www.childwelfare.gov/topics/responding/reporting/>

**Narateen Group Members:** Group members will be aged 13-18 and be affected by the addiction problem of someone close to them. Individuals outside of this age range can be members if the group decides through group conscience.

* Group members will create behavior guidelines for the meeting and help each other adhere to them.
* They will be encouraged to keep the focus of the meeting on the Nar-anon 12 steps of

recovery using only conference approved literature.

* Per the Nar-anon 12 Traditions, they will respect both each other’s and the addict’s anonymity as well as aim to be self supporting, through a local Nar-anon group can decide to provide financial and material support.
* Just as for Nar-anon groups, Narateen members may elect a Groups Service Representative to represent them at area or regional meeting. The may also elect other service positions such as group secretary and treasurer.

**Special Situations:**

* Transportation of any minor Narateen member by any Narateen Facilitator must occur only with the expressed **written** consent of the minor’s legal guardian.

**Emergency Situations and Group Problems:**

Each Narateen group should develop, through a group conscience involving both facilitators and members, a written behavior plan on how to handle emergency situations which should include, but not be limited to, the following:

1. A member becomes disruptive (ex. give verbal warning). If a member must be removed from a meeting due to disruptive behavior, a facilitator should stay with the child until released to the minor’s legal guardian.
2. A physical danger such as natural threats ( ie storm) or fire, adhere to the facilities safety guidelines.
3. A member becomes ill, a facilitator should stay with the child until released to the minor’s legal guardian.

\* the regional members will vote at assembly on any submitted motion to change these guidelines.