Edinburgh and Midlothian Intergroup
Service Role Descriptions

HEALTH LIAISON OFFICER

Purpose of the Role

The Health Liaison Officer acts as a vital link between the Edinburgh & Midlothian Intergroup and the local professional healthcare community. The role's primary purpose is to carry the message of Alcoholics Anonymous by providing information about the Fellowship, its 12 Steps and 12 Traditions, and the availability of local meetings to doctors, nurses, hospital staff, therapists, and other health professionals.

Term: [Typically a three-year term, to be confirmed by the Intergroup]

Qualifying Requirements

- **Minimum three years continuous sobriety.**
- **Communication:** Comfortable and confident speaking with individuals from diverse professional backgrounds.
- **Discretion:** A strong commitment to upholding the Traditions of Anonymity and Confidentiality.
- **Experience:** A background within the healthcare sector is beneficial but is not a requirement for the role.
- **Service:** A willingness to work with other to serve the Fellowship and a commitment to its primary purpose.

Key Responsibilities

Communication:
Act as the primary point of contact for enquiries from healthcare professionals regarding Alcoholics Anonymous. This includes responding to emails, phone calls, and attending liaison meetings.

Liaison:
Build and maintain positive relationships with hospitals, clinics, GP surgeries, and other health services within the Edinburgh and Midlothian area.

Information Sharing:
Distribute approved AA literature and meeting lists to health professionals, ensuring they have accurate, up-to-date information to share with their patients.

Representation:
Attend regular Intergroup meetings to provide a report on activities, share insights, and ensure a two-way flow of information between the health sector and the wider AA community.

Availability:
Ideally be available during standard working hours (daytime) to respond to enquiries from health professionals.

Computer Skills:
Utilise basic computer skills to manage communications (email), create simple reports, and access digital resources.

Understanding of AA:
Possess a solid understanding of the principles of Alcoholics Anonymous as outlined in the 12 Steps and 12 Traditions to accurately and effectively represent the Fellowship.

Notes

This is a service position requiring a commitment to the Intergroup's activities and meetings along with a willingness to be accessible to the professional community.