

Sponsor's First Meeting Checklist

For your first meeting or two with a new sponsee. Big Book-based. Use what fits; your own experience comes first.

Sponsee: _____ Phone: _____

Sobriety date: _____ Home group: _____

1. Before you meet

- Pick a quiet place with time to read together.
- Bring your own Big Book, a Big Book for your sponsee if they don't have one, a pen and a notebook.
- Bring a local meeting schedule and a few phone numbers from your group.
- Plan on about an hour.

2. Set up their Big Book

- Write the date, your name and your phone number inside the front cover.
- Show them where things are: The Doctor's Opinion, Bill's Story, There Is a Solution, More About Alcoholism, We Agnostics, How It Works, Into Action, Working With Others, A Vision for You.
- Mark the sections they'll use most so they can find them fast. Hand-made tabs, sticky tabs or a pre-tabbed book all work.
- Highlighting is your choice: highlight together as you read, or let them mark what speaks to them.
- Keep a dictionary handy. Words like allergy, phenomenon and psychic change meant something specific in the 1930s.

3. First readings

- Have your sponsee read aloud. Stop and ask what a line means to them.
- Start at the beginning: The Doctor's Opinion, then Bill's Story, then There Is a Solution and More About Alcoholism.
- Take Step One at your sponsee's pace, in three parts: the body (the physical allergy), the mind (the mental obsession) and unmanageability.
- Unmanageability means being powerless over alcohol, in body and in mind. It is not the consequences of drinking.
- Assign the reading to finish before you meet again.

4. Questions to ask

- What has your drinking been like, in your own words?
- Have you tried to stop or control it on your own? What happened?
- Which meetings are you going to? Do you have a home group?
- Are you willing to read, to be honest with me and to do the work?
- What could get in the way of meeting each week?
- What's the best way and time to reach you?

5. Stay in touch

- Trade numbers and agree together how often you'll talk.
- Set a regular weekly time to meet.
- Make sure they have at least three other numbers from the group.
- Agree on the plan for a hard night: call before you drink, not after.

6. Next steps

- Next meeting: _____
- Reading to finish: _____
- Meetings this week: _____
- Written work: _____

Notes: