

WORK-ANON MONDAY NIGHT ZOOM FORMAT

(revised August 2025)

Notes for meeting leader: please review, prior to starting the meeting promptly at 7:30pm, EST

- *Check your chat for any messages from the Tech Host or Co-Hosts*
- *Ask for a volunteer to read the Work-Anon Preamble*
- *Ask for a volunteer to read the Group Comfort Guidelines*
- *Ask for a volunteer to be timekeeper*
- *Gallery view is best for viewing all participants*
- *Please keep your mic muted when others are reading or sharing to reduce feedback*
- *The Host will provide support with keeping time and muting mics /video as needed*
- *Italics are notes to hosts/chairperson, non-italics are the script*

MEETING OPENING *(at 7:30 pm EST)*

Hello everyone! Welcome to our WORK-ANON Monday night recovery meeting. My name is _____ and I'll be your chairperson today.

Work-Anon Family Groups are a fellowship of relatives and friends of workaholics who share their experience strength and hope in order to solve their common problems. We believe that work addiction is a family illness and that changed attitudes can aid recovery. Work-Anon has but one purpose: to help families, friends, and co-workers of workaholics. We do this by practicing the Twelve Steps and Twelve Traditions of Work-Anon. I have asked _____ to read the Work-Anon Preamble.

WORK-ANON PREAMBLE

For some of us, Work-Anon was a last resort: we were in pain, we were desperate, some of us had abandoned hope. We knew that our suffering was related to someone else's work addiction, and we knew that we were unable to lead a normal life because of it. When we first arrived at Work-Anon, we may have thought we would learn how to stop the workaholic from acting out with work. At Work-Anon we heard that we could not make another person change, we can only heal ourselves. The program of Work-Anon teaches us that we are each responsible for dealing with our own pain, and we learn to place our trust in a Power greater than ourselves. The emphasis is lifted from the workaholic and placed where appropriate – on ourselves. When we tell our story, it is not the work addict's story, it is the story of our own recovery. Through the Work-Anon program, we experience spiritual growth and discover feelings of self-worth, strength and hope. We welcome you and hope that here you may recover through using the Twelve Steps and this fellowship.

NEWCOMER WELCOME *(to be read if there are newcomers)*

We're glad you're here. We welcome you to our meeting and know the courage it takes. We recommend that you try at least 6 meetings, as each meeting is a bit different, before deciding whether Work-Anon is for you. If this is your first time or two at this meeting and you wish to introduce yourself, please unmute and do so now.

(pause)

Welcome to you all. After the meeting, feel free to stay on and ask any questions.

I (*chair*) will now read the step and tradition that correspond with the current month:

THE TWELVE STEPS OF WORK-ANON

1. We admitted we were powerless over work—that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God as we understood God.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. Became entirely ready to have God remove all these defects of character.
7. Humbly asked God to remove our shortcomings.
8. Made a list of all persons we had harmed, and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God as we understood God, praying only for knowledge of God's will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to the friends and family of workaholics, and to practice these principles in all our affairs.

THE TWELVE TRADITIONS OF WORK-ANON

1. Our common welfare should come first; personal recovery depends upon Work-Anon unity.
2. For our group purpose there is but one ultimate authority—a loving God as expressed in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The friends and relatives of workaholics, when gathered together for mutual aid, may call themselves a Work-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for Work-Anon membership is that there be a problem of workaholism in a relative or friend.
4. Each group should be autonomous except in matters affecting other groups or Work-Anon as a whole.

5. Each group has but one primary purpose: to help families of workaholics. We do this by practicing the Twelve Steps of Workaholics Anonymous ourselves, by encouraging and understanding our workaholic relatives, and by welcoming and giving comfort to families of workaholics.
6. A Work-Anon group ought never endorse, finance or lend the Work-Anon name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every Work-Anon group ought to be fully self-supporting, declining outside contributions.
8. Work-Anon should remain forever nonprofessional, but our service centers may employ special workers.
9. Work-Anon, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Work-Anon has no opinion on outside issues; hence the Work-Anon name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films. We need guard with special care the anonymity of all Workaholics Anonymous members.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

PRAYER

I invite you all to unmute and join me in the People version of the Serenity Prayer:

“God, grant me the serenity to accept the people I cannot change, the courage to change the one I can, and the wisdom to know that one is me.”

MEETING OVERVIEW

This is a recovery meeting. We will review the Group Comfort Guidelines, and then I will read a passage from relevant 12-step literature with word substitution as necessary, after which we will have a 2-minute meditation. We will then share on today’s reading. If time allows, we will have additional shares after initial shares on the topic. After everyone shares who would like to, or at 8:15, we will go into our self-care reading for tonight, followed by 1 minute shares. At 8:27 we will wrap up the meeting with announcements and our closing prayer. Everyone is welcome to share, or not, as they wish.

I have asked _____ to read the Group Comfort Guidelines.

GROUP COMFORT GUIDELINES (by group consensus)

- No crosstalk. In this meeting, you may refer to someone else's share as it relates to your experience, strength or hope. However, please refrain from any comments that may be construed as criticism, advice or judgement of another member. Also, please avoid direct comments or questions to another member; no conversations.
- Please respect the anonymity of those who share with us today. What you hear at this meeting should remain at the meeting.
- In our shares, we focus on own behavior and thinking, not that of the workaholic.
- Please keep the focus on the Work-Anon program and not other 12-step programs.
- Please turn off your video when moving around and doing tasks besides active listening. Feel free to keep your video off if you so choose.
- Mute your audio unless speaking, to minimize distractions or disruptions for other members.
- The tech host may mute your microphone or turn off your video when needed to allow participants a quiet, distraction free space. You can turn your microphone, or video, back on when appropriate.
- You may message the host if another member's behavior is distracting you.

READING

(Chair chooses and reads the reading -- ideally no more than 3-5 minutes, and less if the meeting is large. Before beginning, announce the topic and the source(s) of the reading and page reference, and put into the chat whenever possible.)

MEDITATION

Everyone, please mute your audio now, as we go into our 2-minute silent meditation. I will welcome you back after two minutes.

(Chairperson mute your audio. After 2 minutes:)

SHARING

Welcome back, everyone. It's now time for sharing on the topic of today's reading. The timekeeper will time initial shares for 3 minutes. Sharing is voluntary and can be done in any order. The meeting is now open for sharing.

(After everyone, or everyone who wants to, has shared on the topic:)

We have time for more sharing on the topic or getting current.

SELF-CARE READING (at 8:15)

For the self-care reading (*except the feelings chart*), we take turns reading from the list until we complete it. Then the floor is open, in no set order, for 1-minute shares – based on whichever part of the self-care reading touched or inspired you today.

1st Monday: Feelings Chart (ACA)

2nd Monday: Affirmations (ACA)

3rd Monday: The Differences - Part 1 or Part 2 (CoDa)

4th Monday: From Survival to Recovery (Al-Anon)

5th Monday: Chairperson's Choice

(Feelings chart, Affirmations, Promises, etc. from various 12 step programs)

ANNOUNCEMENTS *(at 8:27)*

A few general announcements...

- We open this room each Monday at 7:20pm Eastern Time
- If this is your first meeting and you have any questions or would like to connect with other members or sponsors, please feel free to stay after the meeting.
- If you would like a current copy of the contact list, please email workanon@gmail.com. You do not need to put your information on the list to receive a copy or contact another member.
- We are self-supporting through our own contributions, declining outside donations. If you wish to contribute to this meeting, you can donate through PayPal using the link in the chat. (<https://www.paypal.com/paypalme/saferwork>) In most 12 step meetings, those contributing give about \$2 per meeting, although everyone is welcome to fully participate. We have no dues or fees. If you are new to our meeting, please be our guest.
- Announce any group conscious meetings or other meetings. Everyone is invited to attend.
- Our schedule for upcoming chairs is: *(discuss)*
- Are there any other announcements from the floor?

(The Chairperson facilitates announcements and information. If people have questions, ask them to remain after the meeting to address their questions.)

CLOSING PRAYER *(at 8:30)*

With no other announcements, I invite you all to un-mute and join me in the People version of the Serenity Prayer:

“God, grant me the serenity to accept the people I cannot change, the courage to change the one I can, and the wisdom to know that one is me.”

Thank you everyone for being here!

You did a great job, and the meeting couldn't happen without you.