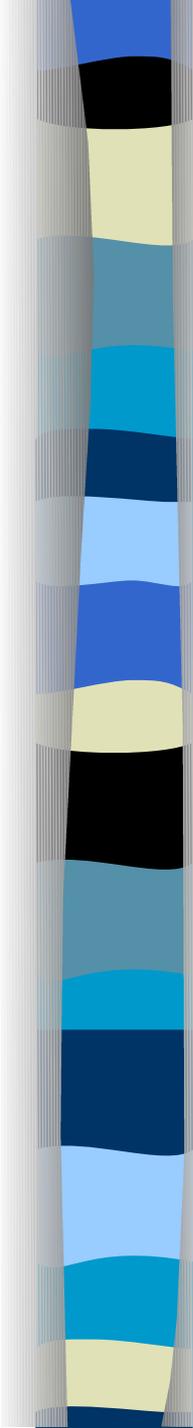


# Envision/Plan/Direct Club Meetings

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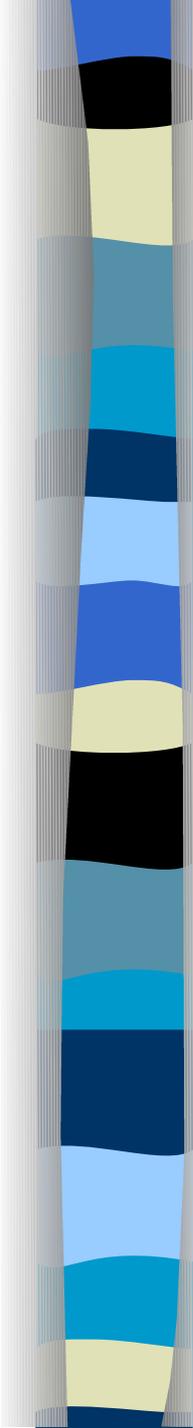
- ❑ **Create varied programs**
- ❑ **Assign meeting roles**
- ❑ **Prepare agendas**



# Promote Participation

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- **Promote communication track**
  - Advanced Toastmaster Bronze
  - Advanced Toastmaster Silver
  - Advanced Toastmaster Gold

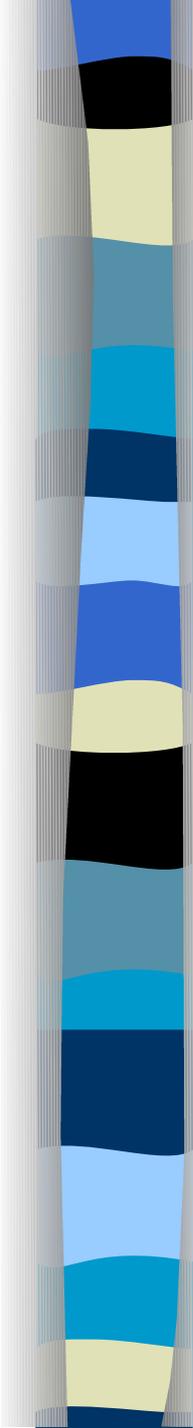


# Advanced Toastmaster Bronze Requirements

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*An applicant must have*

- Achieved CTM**
- Completed two advanced manuals**

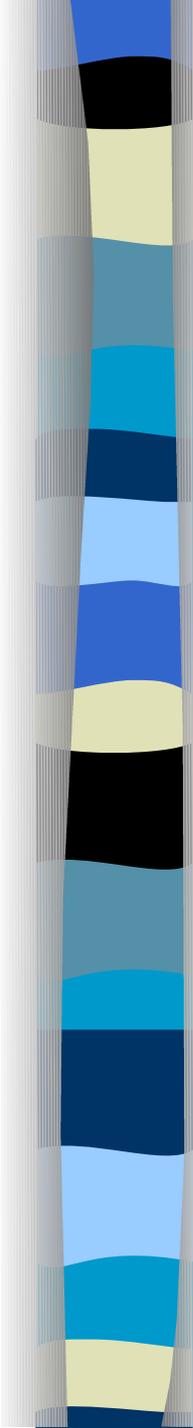


# Advanced Toastmaster Silver Requirements

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*An applicant must have*

- Achieved new ATM Bronze (or old ATM)
- Completed any two remaining advanced manuals
- Conducted any two programs from the *Better Speaker Series* or *Successful Club Series*

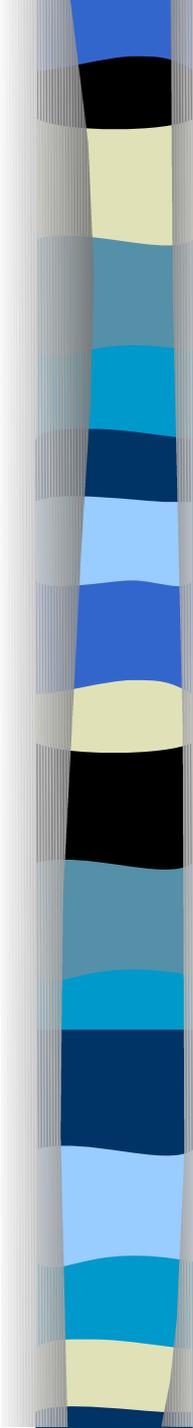


# Advanced Toastmaster Gold Requirements

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*An applicant must have*

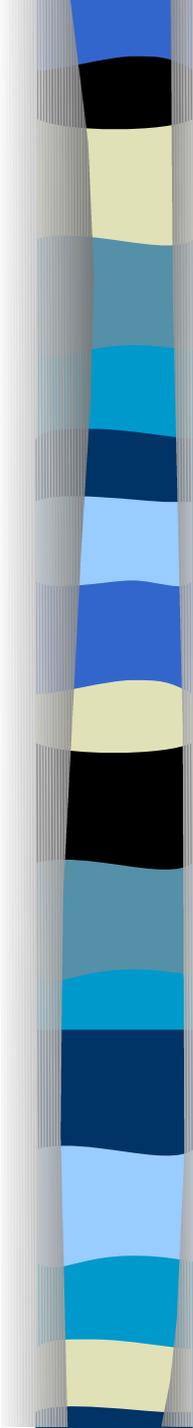
- Achieved new ATM Silver (or old ATM Bronze)
- Completed any two remaining advanced manuals
- Conducted Success / Leadership, Success / Communication, or Youth Leadership Program
- Coached a new member with first three speeches



- **Promote leadership track**

- Competent leader

- Advanced leader

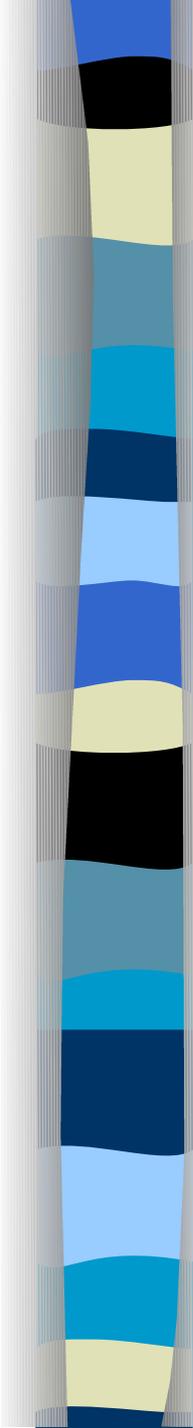


# Competent Leader Requirements

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*An applicant must have*

- Achieved CTM**
- Served six months as Club officer**
- Participated in preparing Club Success Plan**
- Participated in District-sponsored training**
- Conducted two Successful Club Series and / or Leadership Excellence Series modules**

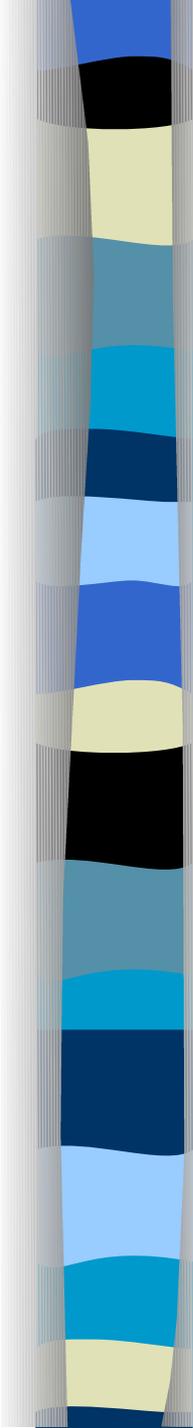


# Advanced Leader Requirements

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*An applicant must have*

- ❑ **Achieved Competent Leader award**
- ❑ **Served complete term as District officer**
- ❑ **Completed High Performance Leadership Program**
- ❑ **Served as Club Sponsor, Mentor, or Specialist**

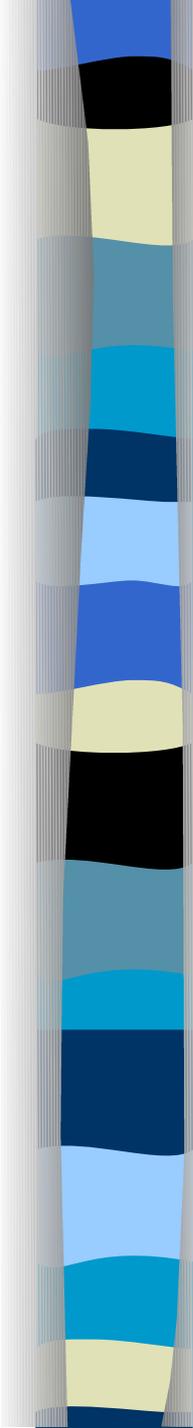


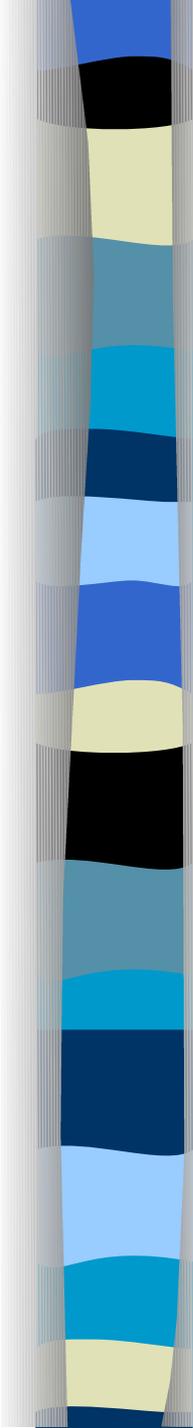
# Distinguished Toastmaster Requirements

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*An applicant must have*

- Achieved Advanced Toastmaster Gold**
- Achieved Advanced Leader**

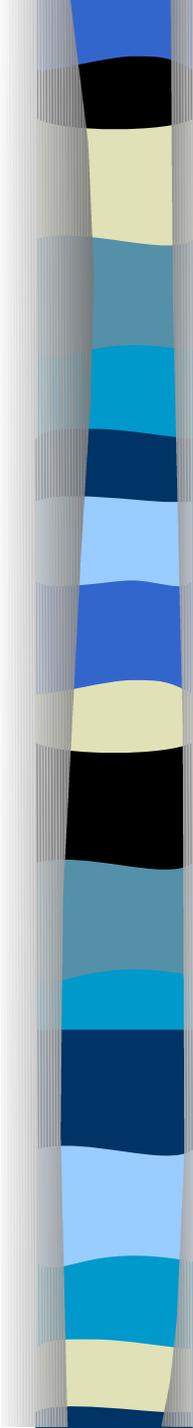
- 
- ❑ **Encourage quality manual speeches**
  - ❑ **Advocate participation in leadership roles**
  - ❑ **Become familiar with other opportunities**
    - Success / Leadership and  
Success / Communication
    - Youth Leadership
    - Speakers Bureaus
    - Accredited Speaker



# Administration Tips

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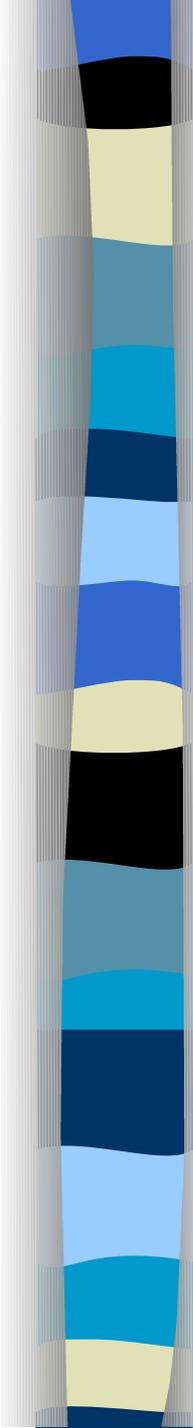
- ❑ **Introduce incentives**
- ❑ **Promote constructive evaluations**
- ❑ **Assist members with paperwork**



# **Orient New Members**

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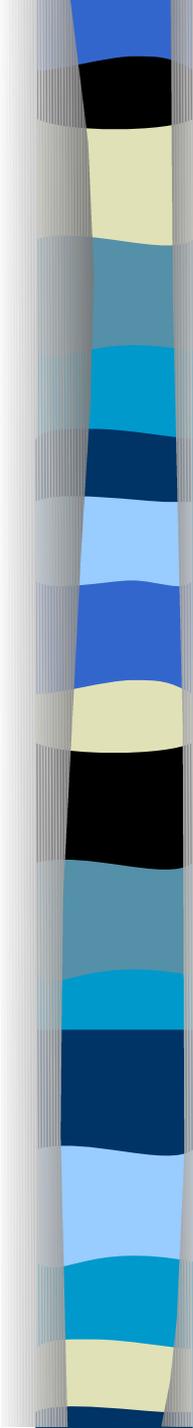
- ❑ Introduce and explain materials / procedures**
- ❑ Match with mentor**
- ❑ Arrange induction ceremony with Vice President Membership**
- ❑ Get them participating**



# **Boost Participation in Toastmasters Activities**

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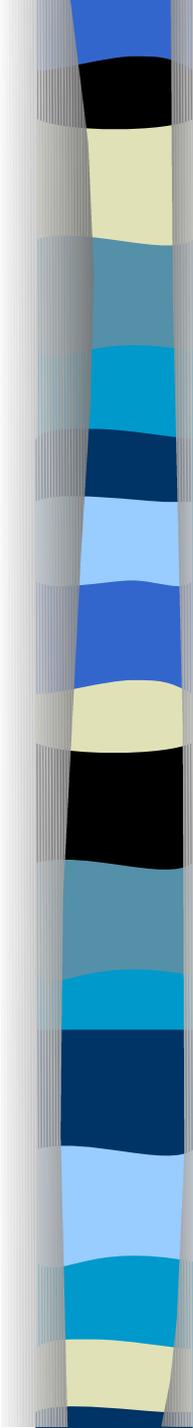
- ❑ Explain benefits of training**
- ❑ Organize speech contests**
- ❑ Promote Area / District meeting attendance**



# Club Leader

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- ❑ **Motivate participation**
- ❑ **Lead by example**
- ❑ **Preside when President is absent**
- ❑ **Understand parliamentary procedure**



# Represent the Club

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- ❑ **Act as liaison between  
Club / Area / District**
- ❑ **Participate in and vote at  
Area / District functions**