



**OFFICER TRAINING FOR
VICE-PRESIDENT OF EDUCATION**
Presented by Joan K. Moore, ACB, CL
Saturday, June 28, 2008; 2:15 – 3:15 p.m.
Dominican University, River Forest, Illinois



AGENDA

- ◆ **WELCOME!**
- ◆ **Envision/Plan/Direct Club Meeting**
 - Assign meeting roles
 - Prepare agendas
- ◆ **Encourage Participation From Each Member**
 - The more you put into Toastmasters, the more you get out of Toastmasters
 - Boost club activities
- ◆ **Promote Participation in Communication & Leadership Tracks**
 - Communication track – enhance speaking skills
 - Leadership track – learn and refine leadership skills
- ◆ **Administration Tips**
 - Incentives and Recognition
 - Partners in Performance –You and your Fellow Officers
 - Distinguished Club Program – It's all about the members achieving their educational goals!
- ◆ **Q & A Session**

The Mission of the Club

The mission of a Toastmasters club is to provide a mutually supportive and positive learning environment in which every member has the opportunity to develop communication and leadership skills, which in turn foster self-confidence and personal growth.



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2008-2009 Distinguished Club Program (DCP)

10 Goals

1. Two Competent Communicators
2. Two more Competent Communicators
3. One Advanced Communicator Bronze, Advanced Communicator Silver or Advanced Communicator Gold
4. One more Advanced Communicator Bronze, Advanced Communicator Silver or Advanced Communicator Gold
5. One Competent Leader, Advanced Leader Bronze, Advanced Leader Silver, or Distinguished Toastmaster
6. One more Competent Leader, Advanced Leader Bronze, Advanced Leader Silver, or Distinguished Toastmaster
7. Four new members
8. Four more new members
9. Minimum four officers trained each training period
10. One

Membership Requirement

At year-end a club must have:

At least 20 members, OR
Net growth of at least five new members

Clubs that meet the membership requirement and do the following earn recognition:

Achieve 5 of 10 goals – Distinguished club
Achieve 7 of 10 goals – Select Distinguished Club
Achieve 9 of 10 goals – President's Distinguished Club