

# CALL FOR NOMINATIONS

## DISTRICT LEADER QUALIFICATIONS

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### **DISTRICT PURPOSE**

The purpose of this district is to enhance the quality and performance and extend the network of the member clubs of Toastmasters International within the boundaries of this district, thereby offering greater numbers of people the opportunity to benefit from the Toastmasters educational program by:

- ▶ Focusing on the critical success factors as specified by the district educational and membership goals.
- ▶ Ensuring that each club effectively fulfills its responsibilities to its individual members.
- ▶ Providing effective training and leadership-development opportunities for club and district officers.

### **DISTRICT MISSION**

We build new clubs and support all clubs in achieving excellence.

### **TOASTMASTERS INTERNATIONAL MISSION**

We empower individuals to become more effective communicators and leaders.

### **TOASTMASTERS INTERNATIONAL VALUES**

Integrity, Respect, Service and Excellence.

### **TOASTMASTERS INTERNATIONAL ENVISIONED FUTURE**

To be the first-choice provider of dynamic, high-value, experiential communication and leadership skills development.

### **ELECTED LEADER POSITIONS**

All positions must be held by a member in good standing of a Toastmasters club in good standing. The qualifications of each elected leader follows:

#### **DISTRICT GOVERNOR**

As the district's chief executive officer, direct the district in a way which fosters strong clubs; produce maximum growth in education completions, club and membership; and be consistent with the interests of members of Toastmasters International. Motivate the district to achieve Distinguished recognition. Achieve the mission of the district in a manner which motivates volunteer leaders and promotes a standard of excellence in all district activities.

##### **Qualifications**

At the time of taking office, the district governor must have served at least six consecutive months as a club president and at least 12 consecutive months as a lieutenant governor or division governor or a combination thereof.

#### **LIEUTENANT GOVERNOR EDUCATION AND TRAINING**

Under the guidance of the district governor, strive to have every club and each member reap the benefits of Toastmasters and to have every club become Distinguished. Provide direction and counsel to division governors, area governors, and club officers on the educational opportunities in Toastmasters. Design and conduct successful district training programs, conferences, and other district educational events.

##### **Qualifications**

At the time of taking office, the lieutenant governor education and training must have served at least six consecutive months as a club president and at least 12 consecutive months as a lieutenant governor, division governor, area governor, or a combination thereof.

#### **LIEUTENANT GOVERNOR MARKETING**

Under guidance of the district governor, make the benefits of Toastmasters membership available to greater numbers of people. Plan, develop, implement, and direct district marketing objectives. Develop and direct programs for new club development, club rescue efforts, club membership promotion, and membership retention. Achieve Distinguished District goals for membership and club growth. Promote standards of service to the member and to the club.

##### **Qualifications**

At the time of taking office, the lieutenant governor marketing must have served at least six consecutive months as a club president and at least 12 consecutive months as a lieutenant governor, division governor, an area governor, or a combination thereof.

#### **DIVISION GOVERNOR**

Achieve the mission of the district within the division, accomplishing district goals in membership building and retention, club extension, and educational accomplishments. Ensure that each club realizes its mission and fulfills its responsibilities to its members. Achieve Distinguished Division Program goals and ensure that areas and clubs within the division achieve Distinguished recognition. Serve the division clubs by providing district support and resources through the area governors.

##### **Qualifications**

At the time of taking office, a division governor must have served at least six consecutive months as a member of a district council (e.g., club president, vice president education, area governor, district secretary, or district treasurer).



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### **OTHER POSITIONS**

The following positions are either elected or appointed by the district governor:

#### **AREA GOVERNOR**

Provide district contact, support, and assistance to the club so that it may achieve the club mission and fulfill its responsibilities to its members. Help clubs by keeping regular contact with club presidents in the area and by visiting each club twice during the year. Achieve Distinguished Area Program goals and ensure that each area club is Distinguished.

#### **Qualifications**

At the time of taking office, insofar as practicable, an area governor should have served as a member of a district council (e.g., club president, vice president education, or district officer).

#### **PUBLIC RELATIONS OFFICER**

Work under the direction of the district governor. Help maintain communication between the district and its members, and work to increase public awareness of Toastmasters International through the media. Prepare a public relations program designed to achieve goals for membership growth, club growth, and educational achievements in clubs and achievement in the Distinguished Club Program. Promote district conferences and leadership training opportunities within the district.

#### **Qualifications**

At the time of taking office, the public relations officer serves in a staff position under the direction of the district governor, and should possess experience in and core understanding of public relations.

### **TREASURER**

Establish and maintain effective fiscal management of the district. Promote the growth of Toastmasters by providing sound fiscal guidance to the district. Produce monthly reports reflecting the district's financial status, and ensure that expenditures remain within the budget approved by the district council. Ensure that the district maintains the financial controls established by Toastmasters International.

#### **Qualifications**

At the time of taking office, the treasurer should have accounting experience and understand basic bookkeeping practices.

### **SECRETARY**

Help the district function effectively and achieve its mission by recording and maintaining accurate minutes of district council, executive committee, and other meetings. Serve as custodian of the District Administrative Bylaws and policies.

#### **Qualifications**

At the time of taking office, the secretary should be a reliable, prompt, well-organized Toastmaster who can accurately record meeting actions, has access to a personal computer and is able to reproduce materials.

**If you or if someone you know of would like to serve in one of these positions, please submit his or her name to the district governor.**