



# AREA AND DIVISION DIRECTOR TRAINING

Thrive in the District Recognition Program  
District Director Rhonda Green, DTM

# Session Objectives



- Discuss the Distinguished Club Program
  - Describe how Moments of Truth leads to club quality
- Identify goals of Distinguished Area Program
- Identify goals of the Distinguished Division program
- Identify District Recognition Program
- Determine the District 8 Goal for 2023/2024



## ▶ Distinguished Club Program

- Membership of 20 or a net growth of at least three new members as of June 30
  - The membership base on July 1, is the number of active club members who paid April dues.
  - Membership net growth occurs when the total number of active club members at year-end (June 30) exceeds the base amount.

# Distinguished Club Program Goals



- Four members complete Level 1
- Two members complete Level 2
- Two more members complete Level 2
- Two members complete Level 3
- One member completes Level 4, Level 5 or DTM
- One member completes Level 4, Level 5 or DTM
- Four new, dual or reinstated members
- Four more new, dual or reinstated members
- Minimum of four club officers trained during each of two training periods
- One membership dues-renewal report and one club officer list submitted on time



## ▶ Distinguished, Select Distinguished, President's Distinguished

Achievement	Recognition Earned
Five of 10 goals	Distinguished Club
Seven of 10 goals	Select Distinguished Club
Nine of 10 goals	President's Distinguished Club

# Club Success Plan



**▶ CLUB SUCCESS PLAN**

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Club Number \_\_\_\_\_

**TEAM COMPOSITION**  
Name the members of the club executive committee (all seven officers and the immediate past president).

**VALUES**  
Toastmasters International's values are integrity, respect, service and excellence. These values should be incorporated as anchor points in every decision made at all levels within the organization. Toastmasters' values provide a means of guiding and evaluating the organization's operations, planning and envisioned future.  
What are the club executive committee's values?

**TEAM OPERATING PRINCIPLES**  
What principles does the club executive committee hold? (These principles might include trust, safe learning, collaboration, etc.)

16 WHERE LEADERS ARE MADE

[www.toastmasters.org/1111\\_dcp](http://www.toastmasters.org/1111_dcp)

Distinguished Club Program and Club Success Plan (Item 1111)



## **The Moments of Truth Module conducted by a club leads to club Quality:**

- ▶ First Impressions
- ▶ Membership Orientation
- ▶ Fellowship, Variety, and Communication
- ▶ Program Planning and Meeting Organization
- ▶ Membership Strength
- ▶ Achievement Recognition



## ▶ Qualifying Requirements

- No net club loss
  - Net club loss occurs when the total number of clubs at year-end (June 30) falls below the base amount.
  
- Submit the Area Director's Club Visit Report for 75% of club base
  - First round visits by November 30<sup>th</sup>
  - Second round visits by May 31<sup>st</sup>



# Distinguished Area Program



## ▶ Distinguished, Select Distinguished, President's Distinguished

Achievement	Recognition Earned
Distinguished clubs equal to at least 50 percent of the area's club base	Distinguished Area
Distinguished clubs equal to at least 50 percent of the area's club base plus one more Distinguished club	Select Distinguished Area
Distinguished clubs equal to at least 50 percent of the area's club base plus one more Distinguished club and a net club growth of one	President's Distinguished Area

# Requirements per Area Base



## Area Base = 3 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Area	3	2
Select Distinguished Area	3	3
President's Distinguished Area	4	3

## Area Base = 4 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Area	4	2
Select Distinguished Area	4	3
President's Distinguished Area	5	3

# Requirements per Area Base



## Area Base = 5 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Area	5	3
Select Distinguished Area	5	4
President's Distinguished Area	6	4

## Area Base = 6 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Area	6	3
Select Distinguished Area	6	4
President's Distinguished Area	7	4

# Area Director's Club Visit Report



## Area Directors Club Visit Report

CLUB NO.	VISIT DATE	AREA	DIVISION	DISTRICT

Club visits are opportunities for the District, through the Area Director, to support clubs and improve club quality. The Area Director's Club Visit Report guides Area Directors in evaluating club quality during these visits by assessing the club at each of the *Moments of Truth* (Item 290). Area Directors identify opportunities for improvement and specify the support that clubs need from the District, helping clubs retain and build membership through positive member experiences. This important contribution on the part of Area Directors helps clubs earn Distinguished recognition.

### First Impressions

First impressions are important to club success because guests' positive experiences and observations determine if they return and become members.

**In this section, consider the questions as they relate to first impressions.**

Describe the atmosphere of the meeting. (Consider meeting set-up, location, friendliness of members, etc.)

Are guests warmly welcomed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Are guests invited to address the club?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are guests given information?	<input type="checkbox"/>	<input type="checkbox"/>	Are guests invited back?	<input type="checkbox"/>	<input type="checkbox"/>
Are guests introduced to club members?	<input type="checkbox"/>	<input type="checkbox"/>			

What current branded material does the club use? (Consider the meeting agenda, signage, guest packets, banner, etc.)

What does the club do well?

How can the club improve?  
Please recommend specific actions.

What can the District and I do  
to help the club improve?

### Membership Orientation

In order to offer members the greatest benefit from the Toastmasters experience, the club must acquaint new members with the Toastmasters education and recognition programs and make members aware of their responsibility to the club and the club's responsibility to the member.

**In this section, consider the questions as they relate to membership orientation.**

How does the club orient new members? (Consider whether the club has a formal induction ceremony, assigns mentors to new members, discusses the education program, assesses the learning needs of new members, etc.)

What does the club do well?

How can the club improve?  
Please recommend specific actions.

What can the District and I do  
to help the club improve?

# Area Success Plan



Area Success Plan		Area _____
<b>District Mission</b> The mission of the district is to enhance the quality and performance and extend the network of the member clubs of Toastmasters International within the boundaries of the district, thereby offering greater numbers of people the opportunity to benefit from the Toastmasters educational program by:		
<ul style="list-style-type: none"><li>▶ Focusing on the critical success factors as specified by the district educational and membership goals.</li><li>▶ Ensuring that each club effectively fulfills its responsibilities to its members.</li><li>▶ Providing effective training and leadership-development opportunities for club and district officers.</li></ul>		
<b>Area Governor Role</b> As area governor, you serve as the direct liaison between the district and clubs. You identify opportunities for clubs in your area to improve and provide support from the district, helping clubs retain and build membership through positive member experiences. To do this, you perform club visits, maintain regular contact with club presidents, and help your area and the clubs in it earn Distinguished recognition. To accomplish all this, area governors build teams, which often include area council members among others.		
<b>Team Composition</b> Name the members of the area's core team. (These include the area governor, area council members, and others)		Name the members of the area's extended team. (These may include such people as the assistant area governor and club-building committee members.)
<input type="text"/>		<input type="text"/>
<b>Values</b> Toastmasters International's core values are integrity, dedication to excellence, service to the member, and respect for the individual. These are values worthy of a great organization and should be incorporated as anchor points in every decision made within the organization. Toastmasters' core values provide a means of guiding and evaluating the organization's operations, planning, and vision for the future. What are the area's core values?		
<input type="text"/>		
<b>Team Operating Principles</b> What principles does the team hold? (These principles might include trust, safe learning, collaboration, etc.)		
<input type="text"/>		

[www.toastmasters.org/recognitionmanual](http://www.toastmasters.org/recognitionmanual)

Toastmasters International District Recognition Program (Item 1490)



## ► Qualifying Requirements

- No net club loss
- Net club loss occurs when the total number of clubs on June 30, is lower than the base.
- The division's club base is the number of paid clubs in the division as of July 1.
- These and new clubs chartered between April 1 and June 30 are counted in the club base.



## ▶ Distinguished, Select Distinguished, President's Distinguished

Achievement	Recognition Earned
Distinguished clubs equal to at least 40 percent of the division's club base	Distinguished Division
Distinguished clubs equal to at least 45 percent of the division's club base	Select Distinguished Division
Distinguished clubs equal to at least 50 percent of the division's club base plus net growth of one	President's Distinguished Division

# Requirements per Division Base



## Division A Base = 18 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Division	18	8
Select Distinguished Division	18	9
President's Distinguished Division	19	9

## Division B and Division E Base = 11 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Division	11	5
Select Distinguished Division	11	5
President's Distinguished Division	12	6



# Requirements per Division Base



## Division C Base = 16 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Division	16	7
Select Distinguished Division	16	8
President's Distinguished Division	17	8

## Division F Base = 22 Clubs

Recognition	#Paid Clubs	# Dist Clubs
Distinguished Division	22	9
Select Distinguished Division	22	10
President's Distinguished Division	23	11

# Division Success Plan



Division Success Plan		Division _____
<b>District Mission</b> The mission of the district is to enhance the quality and performance and extend the network of the member clubs of Toastmasters International within the boundaries of the district, thereby offering greater numbers of people the opportunity to benefit from the Toastmasters educational program by:		
<ul style="list-style-type: none"><li>▶ Focusing on the critical success factors as specified by the district educational and membership goals.</li><li>▶ Ensuring that each club effectively fulfills its responsibilities to its members.</li><li>▶ Providing effective training and leadership-development opportunities for club and district officers.</li></ul>		
<b>Division Governor Role</b> As division governor, you support clubs by supporting area governors. One of your primary goals as division governor is to ensure that each club achieves its mission and fulfills its responsibilities to its members. To achieve this, you coordinate activities within the division, set division goals, and motivate and guide area governors. To accomplish all this, division governors build teams, which often include division council members among others.		
<b>Team Composition</b> Name the members of the division's core team. (These include the division governor, division council members, and others.)		Name the members of the division's extended team. (These may include such people as the assistant division governor.)
<input type="text"/>		<input type="text"/>
<b>Values</b> Toastmasters International's core values are integrity, dedication to excellence, service to the member, and respect for the individual. These are values worthy of a great organization and should be incorporated as anchor points in every decision made within the organization. Toastmasters' core values provide a means of guiding and evaluating the organization's operations, planning, and vision for the future. What are the division's core values?		
<input type="text"/>		
<b>Team Operating Principles</b> What principles does the team hold? (These principles might include trust, safe learning, collaboration, etc.)		
<input type="text"/>		

[www.toastmasters.org/recognitionmanual](http://www.toastmasters.org/recognitionmanual)

Toastmasters International District Recognition Program (Item 1490)



## ▶ Qualifying Requirements

- 85% of Division and Area Directors must be trained. Training report must be submitted to Toastmasters International by September 30, 2023.
- The District Success Plan must be submitted to Toastmasters International through District Central by September 30, 2023.

# Distinguished District Program



- ▶ Distinguished, Select, President's, and Smedley Distinguished.
- ▶ The program has been updated for the 2023-2024 Year as follows:

Category	Distinguished	Select	President's	Smedley
Clubs	No Club Loss	Net + 1	3%	5%
Pymts	1.5%	3.0%	5%	8%
Dist Clubs	40%	45%	50%	55%



## ▶ District 8 Requirements

- **Base Paid Clubs = 76**
- **Base Member Payments = 2696**

Category	Distinguished	Select Distinguished	President's Distinguished	Smedley Distinguished
Clubs	76	77	79	80
Pymts	2737	2777	2831	2912
Dist Clubs	31	35	38	42

# TMI Performance Reports



dashboards.toastmasters.org/Division.aspx?id=08

**TOASTMASTERS INTERNATIONAL**

These reports reflect business processed from July 1, 2022 to June 30, 2023 and are not yet final.

Club Search: District 08 | 2022-2023 | Jun | As of 12-Jul-2023 | Export

Name or Number

**Search**

District Performance | Division and Area Performance | Club Performance | Club Status

### District 08 Division and Area Performance

Division Totals	Area Totals	Club Totals
Count: <b>5</b>	Count: <b>21</b>	Paid Clubs: <b>76</b>
Distinguished: <b>0</b>	Distinguished: <b>0</b>	Distinguished: <b>11</b>
Select Distinguished: <b>0</b>	Select Distinguished: <b>2</b>	Select Distinguished: <b>5</b>
President's Distinguished: <b>0</b>	President's Distinguished: <b>0</b>	President's Distinguished: <b>13</b>

Expand Collapse

	Division Goals	D 16	S 16	P 17	D 7	S 8	P 8
Division A	Base: 16	Paid Clubs: 14		Distinguished Clubs: 9			
	Area Goals	D 4	S 4	P 5	D 2	S 3	P 3
Area 02	Base: 4	Paid Clubs: 3		Distinguished Clubs: 3			
		Renewals		Club Visits		Mem.	Club
		Oct	Apr	Nov	May	To Date	Goals
		Y	Y	Y	N	15	5


00002905 West County Club

# TMI Additional Reports



← → ↻ 🏠 🔒 https://reports2.toastmasters.org ☆ 🖨 ☰

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### District 8

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  - [2023-06-27](#)

### Distinguished Goals Needed for District 8 -- "To Do"

*Eastern Missouri, southern Illinois (as of 2023-07-12). Click on a division or area to jump to it.*

[Division A: A2 A4 A5 A9](#)  
[Division B: B3 B13 B16 B18](#)  
[Division C: C1 C6 C10 C11](#)  
[Division E: E7 E14 E20 E22](#)  
[Division F: F8 F12 F15 F17 F19](#)

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### District 8

To be Distinguished, the district needs:

- 15 more paid club(s).
- 207 more paid membership(s).
- 7 more distinguished club(s).

To be Select Distinguished, the district needs:

- 16 more paid club(s).
- 250 more paid membership(s).
- 12 more distinguished club(s).

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# District 8 2023/2024 Banner



**District 8 - Destination Distinguished 2023/2024  
Achieving Success Together**