



The First Class Club Coach

Introduction

- Club coach qualifications
- Why a club coach is needed
- How to be an effective club coach

A Club Coach

- Builds a rapport
- Observes and analyzes the club environment
- Helps the club develop goals
- Enables the club to achieve goals
- Instills enthusiasm, fidelity, and a sense of responsibility

Your Opportunity To

- Develop team-building skills
- Expand leadership experience
- Increase proficiency as a facilitator and negotiator
- Develop diplomacy skills
- Share expertise
- Invest in the future of Toastmasters
- Earn credit toward the Distinguished Toastmaster award

Club Coach Qualification

- A Toastmaster who is not a member of the struggling club upon appointment

Club Qualifications

- Club has at least one but not more than 12 members.
- Coach is not a member of the club when appointed.

Making the Club Connection

- Observe club dynamics.
- Develop a personal rapport with members.
- Gain their trust and respect.
- Use the Club Coach Troubleshooting Guide.

Making the Club Connection

- Foster a sense of ownership.
- Emphasize teamwork.
- Let them know that you are there to help them.
- Encourage clubs to use other clubs as models.
- Support the addition of their own unique style.

Status Check

- Have the club conduct Moments of Truth.
- Help identify the club's strengths and challenges.
- Facilitate a discussion of the strengths and challenges.

Club Meetings

- Teach the club how to plan and produce club meetings.
- Ensure the Vice President Education reviews the *Club Leadership Handbook*.
- Show club leaders how to find and use other tools.

Quality Clubs

- Quality clubs have a member service perspective.
- The club's criteria for service reflect quality and reliability.
- Recommend displaying the *Moments of Truth* Club Quality Standards Evaluation.

Membership

- It takes 20 members to support a club.
- Combat attrition with a membership-building culture.
- Run club membership contests.

Toastmasters Membership Contests

- Annual Individual Member Program
- Talk Up Toastmasters!
- Smedley Award
- Beat the Clock

Membership

- Retaining members provides continuity and assures a strong leadership base.
- Every member is responsible for keeping all other members satisfied and involved in the club.

Recognize Achievement

- Post member progress charts at every meeting.
- Formally recognize members achieving any education award.
- Mention achievements in club newsletters, on social media, and on the club website.

Recognize Achievement

- Emphasize the importance of recognizing members.
- Encourage corporate clubs to use the company email, intranet, and newsletter to recognize members.
- Publicize the club's achievement in the Distinguished Club Program.

Looking to the Future

- A vision is what members want their club to become.
- Help members develop a vision for the club.
- Get their agreement to fulfill the club mission.
- Guide the club to set specific goals.

Looking to the Future

Club mission

We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Looking to the Future

Teach the club how to use the *Distinguished Club Program and Club Success Plan*.

The Club Success Plan

- Helps determine how club will meet the 10 DCP goals
- Allows the club to establish additional goals
- Outlines strategies for achieving goals
- Identifies resources to accomplish goals

Closing

-Question?

-Comments?

-Concerns?