



SESSION 5: Thrive in the District Recognition Program

AREA AND DIVISION DIRECTOR **TRAINING**

PARTICIPANT WORKBOOK



TOASTMASTERS INTERNATIONAL

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SESSION 5: **THRIVE IN THE DISTRICT RECOGNITION PROGRAM**

The focus of the District Recognition Program is on club quality and the member experience. You play an essential role in earning Distinguished recognition for the district, division, and area, beginning with the club. In this session, you examine how Moments of Truth and the Distinguished Club Program serve as the foundation for the District Recognition Program. You learn how to create success plans based on your area and division Distinguished goals and how to track progress toward those goals.

Overview

In this session, the following topics are presented:

- ▶ Distinguished Club Program
- ▶ District Recognition Program

Objectives

After completing this session, you will be able to do the following:

- ▶ Describe how implementing Moments of Truth leads to club quality and a positive member experience
- ▶ Define the roles of area and division directors in the District Recognition Program
- ▶ Describe the Distinguished Club Program
- ▶ Identify the goals of the Distinguished Area and Distinguished Division programs
- ▶ Describe the importance of club, area, and division success plans
- ▶ Identify resources to find answers to questions about the District Recognition Program and Distinguished Club Program and to track progress in each

Duration

- ▶ One hour and 15 minutes

DISTINGUISHED CLUB PROGRAM

What characteristics do successful clubs share?



Write additional characteristics other groups identified.



Moments of Truth

Match the brainstormed characteristics of successful clubs with the Moments of Truth they most closely relate to.

MOMENTS OF TRUTH	CHARACTERISTICS OF SUCCESSFUL CLUBS
<p>First Impressions: Clubs ensure that guests' experiences and observations become first impressions that encourage them to return.</p>	
<p>Membership Orientation: Clubs acquaint new members with the Toastmasters education and recognition programs, their responsibility to the club, and the club's responsibility to the member.</p>	
<p>Fellowship, Variety, and Communication: Clubs offer a warm, friendly, and supportive environment that encourages enjoyable learning.</p>	
<p>Program Planning and Meeting Organization: Club meetings are carefully planned, with well-prepared speakers and useful evaluations.</p>	
<p>Membership Strength: Clubs have sufficient numbers of members to provide leadership and fill meeting and committee assignments. Clubs participate in membership-building and retention practices.</p>	
<p>Achievement Recognition: Clubs monitor members' progress toward goals, submit completed award applications immediately, and consistently recognize member achievement.</p>	

Qualifying Requirements of the Distinguished Club Program

Scenario

On July 1 of last year, the Jovial Jabberers Club had 15 members. By August, one of them — Jovial Jabberer Jerry — had taken a job in a new city. In September, university students Serge and Selma, who had been studying outside the country, and who had been active members of the Jovial Jabberers two years before, renewed their membership. Fiona, a financial analyst wanting to improve her presentation skills, joined the Jovial Jabbers Club as a first-time Toastmaster in February. Math teacher Manolo and his brother Marco, a mechanic, of the Magnificent Monologues Club joined the Jovial Jabberers in March so they could reap the benefits of both clubs. In May, a lady named Basanti and her husband, Bhavya, from Bombay's Bombastic Barkers Club transferred to the Jovial Jabberers. Today is June 30.

Question

Does the Jovial Jabberers Club meet the qualifying requirement for recognition in the Distinguished Club Program? Explain.

Distinguished, Select Distinguished, and President's Distinguished Clubs

Club Timeline



Vocal Violinists of Vienna

July	Club officers Gunther, Gisela, Gustav, and Gretchen are trained.
August	Carolina earns her Level 1 Pathways award and Gisela earns her Level 2 Pathways award.
September	New member Novak joins the club, and the member dues-renewal report is submitted.
October	Casper earns his Level 1 Pathways award.
November	New members Nick and Nixie join the club.
December	New member Nan joins the club.
January	Karl earns his Level 4 Pathways award, and new member Nadia joins the club.
February	Club officers Gunther, Gisela, Gustav, and Gretchen are trained.
March	New member Norbert joins the club and Gretchen earns her Level 2 Pathways award.
April	Adolf earns his Level 5 Pathways award, and new member Neil joins the club.
May	New member Naveen joins the club, and the club officer list is submitted.
June	On June 30, the Vocal Violinists of Vienna Club has 25 members.

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What recognition in the Distinguished Club Program has the Vocal Violinists of Vienna Club earned?

Club Timeline



Linguistic Leaders of Lipari

July	Club officers Lina, Luigi, Luciano, and Leonora are trained.
August	
September	Cara earns her Level 1 Pathways award, and membership dues-renewal report is submitted.
October	Carlo and Lena earn their Level 1 Pathways awards.
November	New members Natalia and Nevio join the club.
December	New member Nico joins the club.
January	
February	Club officers Lina, Luigi, Luciano, and Leonora are trained.
March	New member Nuncio joins the club and Amara earns her Level 2 Pathways award.
April	Adolfo earns his Level 2 Pathways award.
May	Columbo earns his Level 1 Pathways award, and the club officer list is submitted.
June	On June 30, the Linguistic Leaders of Lipari Club has 21 members.

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What recognition in the Distinguished Club Program has the Linguistic Leaders of Lipari Club earned?

Club Timeline



Rhetorical Rants of Rabat

July	Club officers Rashida, Reza, Raed, and Rafi are trained.
August	Karida earns her Level 1 Pathways award.
September	New member Nahla joins the club, and the member dues-renewal report is submitted.
October	Khalid earns his Level 1 Pathways award.
November	New members Nasli and Noma join the club and Azana earns her Level 2 Pathways award.
December	New member Naja joins the club, and Adli earns his Level 2 Pathways award.
January	Karim earns his Level 4 Pathways award, and new member Nuria joins the club.
February	Khalil and Kadeem earn their Level 1 Pathways awards.
March	New member Nabil joins the club, and Reza and Rashida earn their Level 2 Pathways awards.
April	Adnan and Rafi earn their Level 5 Pathways awards, and new member Nayef joins the club.
May	New member Noura joins the club, and the club officer list is submitted.
June	On June 30, the Rhetorical Rants of Rabat Club has 25 members.

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What recognition in the Distinguished Club Program has the Rhetorical Rants of Rabat Club earned?

DISTRICT RECOGNITION PROGRAM

Area Director Roles

Match the District Recognition Program roles that area directors fulfill, in the Role column, with the ways those roles are fulfilled, in the How column.

	ROLE	HOW
_____	1. Support clubs	a. Visiting each club in the area at least twice a year and submitting the Area Director's Club Visit Report (Item 1471)
_____	2. Encourage club growth	b. Maintaining regular contact with club presidents
_____	3. Encourage member achievement	c. Soliciting the help of other district leaders to support clubs
_____	4. Help areas, divisions, and districts succeed	d. Keeping current with club progress in the Distinguished Club Program
_____	5. _____	e. Helping with club officer training
_____	6. _____	f. Overseeing area speech contests
_____	7. _____	g. Participating in area director training
_____	8. _____	h. Tracking area progress in the Distinguished Area Program
		i. _____
		j. _____
		k. _____

Division Director Roles

Match the District Recognition Program roles that division directors fulfill, in the Role column, with the ways those roles are fulfilled, in the How column.

	ROLE	HOW
_____	1. Offer support to area directors in fulfilling their roles and responsibilities	a. Participating in division director training
_____	2. Motivate team members	b. Following up and providing assistance as needed with District Recognition goals and questions, club visits, and club officer training
_____	3. Provide guidance	c. Maintaining contact with area directors and other district leaders
_____	4. _____	d. Overseeing division speech contests
_____	5. _____	e. _____
_____	6. _____	f. _____
_____	7. _____	g. _____

EVALUATION

	BEGINNER	INTERMEDIATE	ADVANCED
What level of knowledge of the topic did you have prior to this session?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Indicate to what degree you agree with the following statements about this session.

	STRONGLY AGREE	AGREE	NEITHER AGREE NOR DISAGREE	DISAGREE	STRONGLY DISAGREE
Overall, I was satisfied with the session.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I will use the content to strengthen my area or division.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Materials provided by the speaker were well-done and supported learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The learning objectives were met.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO
Will you implement at least one idea from this session in the next 30 days?	<input type="checkbox"/>	<input type="checkbox"/>

Write your comments about the session.

Indicate to what degree you agree that the facilitator demonstrated the following.

	STRONGLY AGREE	AGREE	NEITHER AGREE NOR DISAGREE	DISAGREE	STRONGLY DISAGREE
Solid knowledge of the subject matter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Excellent presentation skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>