



Toast-it Notes

Special Interest Dates:

- Club Christmas Party
Thurs., Dec. 14
- Division D Winter
Leadership Institute
Sat., January 20, 2007
- Division D Speech & Table
Topics Confests
Sat., May 5, 2007
- Division D Spring
Leadership Institute
Sat., June 16 or 23, 2007
- District 45
Spring Conference
May 25-27, 2007
Halifax, Nova Scotia

What's inside:

Membership News	2
Leadership Track	3
Parliamentary Procedure	4
Meeting Mentor halfway	5
From Your Librarian	6
Public Relations Update	6

Message from the President

Dear Fellow Members,

Congratulations for your tremendous accomplishments this year. I am so proud as I watch our club grow in membership and watch existing members conquer their goals. It is amazing to watch fear grow into confidence. I thank my Executive Officers for their hard work and consistency in keeping the club up to speed. You are doing a great job that shows in the strength of our club and the complements we receive each week. Excellent!

Congratulations for excellence in leadership and achievements to:

- DTM Rick Joseph for achieving Triple Crown Award
- Jim McMorran for receiving his DTM designation
- Denis Liboiron and Graeme Van Leer for competing in the Club, Area and Division D Humorous Speech and Evaluation Contest
- Graeme Van Leer and Jane Holden for designing and launching our new Website

Awards for 2005-2006 Year were presented on Awards Night to:

- Dan Walmsley - Best Speaker
- Karen Caldwell - Best Evaluator and Toastmaster of the Year
- Dave Osborne - Best Table Topics
- Jill Haverstock - Most Improved
- Tony Easton - Most Helpful

Area Governor 18, Karen Caldwell presented our club with our 50th Anniversary Award from Toastmasters International.

Special Welcome to our new members:

- TM Lynda Arsenault
- TM Bruce Rands
- TM Mike Goodyear
- TM Jetske Goslinga
- TM Linda Kim
- TM Phil Brizzee

A reminder that our Club Officers Training is coming up in January. Please start thinking how you can step up your achievements, gain self-confidence and become a great leader. Consider coming forward for an Executive Officer's position for next year.

Thanks again everyone for your ongoing support and interest in your club's success.

Sincerely,
Erna Slingluff, CTM/CL
President
Sears-Halifax Toastmasters



District Theme for
2006-2007 is
O.N.E.

- Ownership
- Nurturing
- Empowerment

Karen Caldwell, ATM-B, CL
Area 18 Governor



*Are you interested
in inviting a friend
or colleague to a
meeting? Contact
our Vice President
of Membership,
Danny Walmsley.*

News from Vice President of Membership

There are numerous items of membership news that can be highlighted, all of which reflect a healthy and vibrant Toastmasters club.

- The club membership at the end of November 2006 stands at 34 members. This is well above the minimum number of 20 that is required to charter a club. It reflects the high quality of diversity and sustainability of the club.

- Since beginning the Toastmaster calendar year in September there have been six new members who have joined the club. These are (in order of joining):

Lynda Arsenault (September)
Bruce Rands (September)
Michael Goodyear (November)
Jetske Goslinga (November)
Phillip Brizzee (November)
Linda Kim (November)

- Since September there have been 26 guests who have visited the club to experience what goes on in the Halifax Shopping Centre on Thursday evenings.

- There has been a good contingent of communications students from St. Mary's University who have attended as guests at our weekly meetings, an indication of the high esteem that our club has with the Halifax educational and academic sector.

I wish to emphasize the important role that guests play in promoting the quality and sustainability of the club. This is because they:

- are strangers who represent a sample of the wider public outside of the club and allow us to promote Toastmasters and public speaking far beyond our own networks;
- provide an opportunity for club members to practice skills in networking and hosting;
- give us a continually changing audience, thereby allowing club speakers to improve their skills in speaking to people that they don't know; and lastly
- are a source of new members.

Because of this, we intend to initiate a club competition early in the New Year aimed at encouraging all members to bring guests to club meetings. Cameron Deacoff hopes to use this as part of one of his projects for the New Competent Leader manual.

On a great note - Have a happy festive period – and see you in the NEW YEAR.

Danny Walmsley, ACB
Vice President Membership

New Toastmasters Leadership Track



The biggest change in the educational program is the new Competent Leadership Manual which debuted in January 2006. Those members that joined after that will have received a copy in their introductory pack.

New Designations

- old Competent Leader award now Advanced Leader Bronze.
- old Advanced Leader Award becomes Advanced Leader Silver
- Now there are 3 Leadership designations: Competent Leader, Advanced Leader Bronze and Advanced Leader Silver.

How do you become a Competent Leader?

You complete the Competent Leader manual consisting of 10 projects each focusing on a different leadership skill! You serve in one or more specified meeting or club roles to learn an aspect of that skill. For example, the first project focuses on 'Listening and Leadership'. To successfully complete this project you carry out 3 of the following 4 roles: Evaluator, Table Topics, Grammarian, Ah-Counter or Speaker. The project roles are shown in the Competent Leader Matrix in the back of the manual or can be downloaded from our Website (Downloads page).

Congratulations! After completing the 10 projects you can proudly call yourself a Competent Leader.

What next? On to Advanced Leader Bronze (ALB) we go....

To achieve this designation you:

- Achieve Competent Leader
- Achieve Competent Communicator (or Competent Toastmaster under the old scheme)
- Serve at least 6 months as a club officer and participate in the preparation of a Club Success Plan while serving in that office.
- Participate in a district-sponsored club officer training program also while serving in the above office.
- Conduct any two programs from The Successful Club Series and/or The Leadership Excellence Series.

After achieving your ALB, you can move onto the final leadership award, Advanced Leader Silver (ALS). To gain this designation you must:

- Achieve ALB (or Competent Leader under the old scheme)
- Serve a complete term as a District Officer.
- Complete the High Performance Leadership Program.
- Serve successfully as a club sponsor, mentor or coach.

Once you have achieved Advanced Leader Silver and have also qualified for your Advanced Communicator Gold (see last newsletter) you can give yourself a huge pat on the back as you will have earned your Distinguished Toastmaster – DTM.

I hope this makes the new awards clear. If you have any questions give me a call, email or check on the Club Website.

Graeme Van Leer, TM
Vice President of Education



Knowledge of **Parliamentary Procedure** is like watching a hockey game with an understanding of the rules rather than watching without knowing the rules.

See page 4



Part 2: Why do we need Parliamentary Procedure?

By Richard Joseph, DTM



Rick Joseph, DTM

has been a Toastmaster for over 6 years.

He has served Sears-Halifax Club as:

- VP of Education,
- President

He has also served Toast of the Coast Club as:

- President,
- Sergeant at Arms,
- VP of Membership



He finds his experiences in Toastmasters very beneficial in his position as Executive Director of the N.S. Environmental Industry Association.

Rick is a Registered Professional Trainer and a member of the National Association of Parliamentarians.

Mention the term Parliamentary Procedure to someone and watch their eyes glaze over, their palms begin to sweat and suddenly they are late for a very important appointment.

We often hear that the greatest fear that the majority of people have is the fear of public speaking, which out ranks the fear of death. I would argue that the second greatest fear is to be asked to be Parliamentarian at a Toastmasters meeting.

Toastmasters gives us an opportunity to learn about parliamentary procedure and how to use it effectively to carry on the business of our clubs and in other situations where people are gathered to conduct business and achieve objectives.

Having a basic understanding of parliamentary procedure can give an individual a greater appreciation of how business should be conducted.

The 10 basic principles of Parliamentary Law include:

- The organization is paramount.
- All members have equal rights.
- An established minimum number of voting members must be present in order to conduct business.
- Only one main proposition may be before the assembly at a time.
- There must be full debate before any action can be taken on a main proposition.
- A proposition is the item under discussion.
- A question once settled may not be presented in the same form in the same session.
- A majority decides a question except in cases where basic rights of members of a change in previous action are involved.
- A two-thirds vote is necessary for any motion that deprives a member of his rights in any way.
- Silence is consent.

12th Annual Word on The Street News

After reading from her novel, *Pirates and Privateers*, TM Joyce Glasner said, "Erna, I'm so glad you were the one to introduce me for my book reading. Seeing you, Karen and Graeme in the audience, gave me a tremendous boost. I would never have even considered doing a reading like that a few years ago. I would have been absolutely terrified. But this time I felt confident and almost excited about getting up there. For that I am deeply indebted to you and all the other wonderfully supportive and encouraging people in our club!"

Meeting the mentor half way!



Mentoring is teaming up a newcomer or an existing Toastmaster with one of your more experienced Toastmasters. This will help a new member get up to speed quickly on speaking skills, key roles, and speech writing. It can assist existing members to get over a hump they may be experiencing.

While much has been written about the mentor's role in the process, there is a general lack of understanding about the responsibilities of the mentee. Relationships are a two-way street. It's up to mentor to coach the "mentee" on how to get the most out of the mentoring experience.

Here is some advice mentors can pass along to their eager mentees that will help them get the most out of and add value to a mentoring partnership.

MENTORS NOT MOMMIES - mentees often forget that their mentors are there to advise, not handhold. Often a mentor can be so helpful that the novice is reluctant to make a move without consulting their senior advisor. Remind them that the mentor won't always be available when advice is needed, and they should be prepared to make decisions on their own.

MENTORS NEED FEEDBACK TOO - Mentors like to know if their advice and guidance has worked for their mentee. Remind your

mentees to report back to the mentor about how all that advice worked in the "real world". It can be frustrating for a mentor to give advice and never know the outcome.

RETURN THE FAVOR - Because mentoring should involve a lot of give and take, encourage your new mentees to pitch in with problems their mentors may be experiencing. Not only does this make the mentor's job easier, but troubleshooting challenges with the mentor will help the mentee learn even more about Toastmasters.

SHOW APPRECIATION - A mentor is providing two priceless gifts: experience and time. Advise your new mentee to demonstrate their gratefulness and thank their mentors with kind words and deeds.

RETURN THE FAVOR TO OTHERS - A successful partnership will do more than train novices about Toastmaster procedures - it also should offer insight into how they too may one day be mentors themselves. Encourage the mentee to pay attention to the mentoring process itself. This too will help build their confidence and make them feel more valuable.

Karen Caldwell, ATM-B/CL
Area 18 Governor, District 45
Spring Conference - Committee Head for Public Relations & Sponsorship



Karen Caldwell
Toastmaster of the Year
2005-2006
posing with Jim McMorran

- She joined Sears-Halifax TM Club Feb. 2002, Earned her:
- Competent Toastmaster April 2004
 - Competent Leader January 2005
 - Advanced Toastmaster Bronze May 2006

- Served Club as:
- VP of Membership
 - President

- Awards:
- Speaker of the Year
 - Evaluator of the Year



Interested in mentors?

Speak to your VP of Education, Graeme Van Leer.

Sears-Halifax Toastmasters

Meeting Time: Thursdays
6:15-8:15 pm

Retail Training Room at Sears in the
Halifax Shopping Centre

Phone:
902-433-0819

E-Mail:
tm1555@chebucto.ns.ca

Website

<http://toastmasters.chebucto.org/>

Toastmasters offers a proven way to improve your communication skills.

By participating in a fun and supportive Toastmasters group, you'll become a better speaker and leader and gain confidence to succeed in whatever path you've chosen in life.

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.

A Post-it® from your librarian

For those Toastmasters aspiring to reach beyond Competent Communicator or Leader, we now have all of the advanced manuals in our library. Two of these manuals are required for each of Advanced Communicator Bronze, Silver and Gold. You can now "view and choose" before you order. The full library list is on our website (Download page).

We also have The Leadership Excellence Series, The Better Speaker Series and The Successful Club Series - all up to date. Programs from these series are part of the requirement for Advanced Communicator Silver and Advanced Leader Bronze. These "series" programs include guides for the facilitator, CD's (from which transparencies can be made), and handouts as necessary. Members may borrow these programs while they prepare and present them.

These materials are all at our meeting site. Please see your Sergeant at Arms / Librarian, Ralph Smith for details.

Ralph Smith, ATM-B
Sergeant at Arms / Librarian

Public Relations Update

There are 3 goals this year for Public Relations and we are making great progress on reaching them already thanks to team efforts.

Our Goals:

- Website update - Graeme has applied his skills and site is updated regularly. Cameron Deacoff will be evaluating our site in comparison with other clubs' websites.
- Newsletter - you are now reading Volume 2, Issue 2
- Outreach - Tara Keel will be assisting with this area and earning credit toward a Competent Leadership Manual project.

There is an opportunity for one or two members to join the newsletter team in January. You could learn about editing and producing our newsletter while earning credit for a Competent Leadership project.

Please feel free to make copies or send "Toast-it Notes" by email to your colleagues and friends. This and other newsletters are available as PDFs on our website (Downloads page).

Jane Holden, TM
Newsletter Editor &
Vice President Public Relations
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