

District Success Plan

Team Composition

Name the members of the District's core team.*

David O'Brien DD

Kathryn Duncan PQD

Glen Pearce CGD

Brad Grootelaar PRM

Carol Mitchell DP

Tony Cross Finance Mgr

Kayleen Glider Admin Mgr

Name the members of the District's extended team.*

District Trainers Helen Cartmell- Kath Cherrie

District Technical Managers- Tim Law and Bailey Wood

Logistics officers Judy Love & Celina Templeman

Values

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 District's core values?*

Respect within the team

To use Integrity,

Offer the best service we can to the membership

Strive towards excellence

Team Operating Principles

What principles does the team hold? (These principles might include trust, safe learning, collaboration, etc.)*

Owning our Decisions

Respect each others opinions

Work as a team

Be open to new ideas

Be open and honest with each other and the membership.

Potential Obstacles

What obstacles will the team have to consider when strategizing? (These might include conflicting personal commitments, distance, unresolved conflict, etc.)*

Teams ability to deliver on time

online or in person

Different learning and working styles

continuing covid 19 impacts

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Geographical challenges
Pathways, Membership Retention

Meeting Protocol

In general, how will the team process tasks? (For example, consider how often to meet or call, what the team's meeting practices will be, etc.)*

As need be, but at least Trio should be in contact with each other weekly and full top table monthly

Team Interactions and Behavioral Norms

How will decisions be made?*

General consent and District Director directive when needed.
According to TI and D72 Protocols

What will be the team's method of communication? Determine the team's first preference, second preference, and so on.

Email

Text

Cell Phone

Microsoft teams calls

Zoom meeting

What's app

What will the communication parameters be? Parameters might include whether the team communicates by phone or email, whether the team sets up a weekly conference call, or how often team members can expect to communicate.

Weekly zoom meeting or Microsoft teams call

Monthly Zoom Senior officers Meeting

How will the team resolve differences of opinion?

Good communication and if necessary District Director Directive.

Rules and protocols

How will the team support one another?

Good communication

Acknowledging good work

Helping out if someone is struggling

Mentoring

How will the team ensure equitable participation when completing activities?

Good Communication of what we are trying to achieve.

Making sure each person is responsible for their role as set down by TI.

How will team members be held accountable for their responsibilities?

Weekly Trio call

Dashboard

Calendar

How will the core team and extended teams be recognized for their efforts?

We will acknowledge outstanding effort by the teams to the District through word of mouth and newsletters
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Membership Payments Growth

Situation Analysis

What is the current situation in the District? How many members did the District add last year? Does the District have special challenges? (One situation might be that membership payments usually arrive close to deadline making it necessary to hurry to meet goals.)*

We have lost 16 clubs and 554 members from the base last year.

We have added 2 new clubs

Pathways adoption rates are below where we want them.

online fatigue

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as creating a contest promoting early submission of dues.)*

Member retention is a goal to stop any more club closures

District sponsored training around pathways

Pathways ambassadors

Area Directors showing the value of pathways

Action 1

At DOT, training District officers in a new way of looking at pathways

Action 2

Call for Division ambassadors for pathways

Action 3

Area Directors asked to speak to clubs during club visits

Action 4

Encouraging & supporting existing members to be actively engaged within their clubs, learning new skills & to take on mentoring

Action 5

Encourage new members to step up into new roles

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include Area and Division governors and gift certificates to the Toastmasters store.) *

Membership Retention Committee, Corporate Club Committee, Club growth Committee.

District Training Team

As per Training Budget

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

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Retention, Corporate and growth Committees under control of CGD

District Training Team under control of PQD

Budgets under control of FM and DD

DD has oversight of all committees

Action 1*

CGD to organise and form Retention, Growth and Corporate committees

Action 2*

PQD to discuss and implement trainings with District Training team

Action 3

Allocate appropriate resources to committee/s

Action 4

FM and DD to review budgetary requirements

Action 5

Regular review and reports from committee Chairs

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

Now, by end of September, review in February

Action 1*

Start finding committee members

Action 2*

Set Training Calendar for first 6 months

Action 3

Set Budget as per requirements and TI allocation

Action 4

Review in December 2021

Action 5

Bi monthly reports

Club Growth

Situational Analysis

What is the current situation in the District? How many clubs did the District add last year? Does the District have special challenges? (One situation might be that members in the District don't know how to generate interest in new clubs.)*

Covid and change of how corporates operate

Strategy

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What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as appointing a club extension chair to pursue leads and scheduling demonstration meetings.)*

Thinking outside the box and looking for new ideas

Membership Retention and new members

online and hybrid clubs (overseas members)

Speech-craft Courses

Club coaches

Action 1

Listen to any ideas and analyse each idea on it's merits

Action 2

Following up on any leads that District receives through Website and Facebook etc

Action 3

Gain better understanding on how online clubs differ from face to face clubs

Action 4

Encourage Clubs to run Speechcraft courses

Action 5

Find and appoint club coaches

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include a club extension committee, a demonstration team, and infokits@toastmasters.org.)*

District Leadership Team, District Training Team, Corporate Club Forum, Retention Committee, Marketing Committee. Tech Team.

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

District Director- District Leadership Team

PQD- Training and Tech Teams

CGD- Corporate, Retention and Marketing

Head Trainer's- Training Team

Head Tech- Tech Team

Action 1*

District Director has overall control of the District leadership Teams and Committees

Action 2*

PQD controls Direction of the Training and Tech teams

Action 3

CGD controls Corporate, Retention and Marketing Teams

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Action 4

Head Trainor's Develop content and Teams for Delivery of District sponsored Training

Action 5

Head Tech Supplies logistical and tech expertise

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

1st July 2021 and be complete 30th June 2022.

Training will be monitored using Club Officers trained and DO's Trained on Dashboard.

Corporate and Retention committees will give regular reports to the CGD and TRIO.

Marketing will be monitored on a ongoing bases using the D72 website and Facebook analytics.

All Trainings will have feedback components built into the trainings

3 Monthly Review of all marketing and Training

Action 1*

Design feedback forms for Trainings

Action 2*

Load Training details on TI website asap after each Training

Action 3

Corporate and Retention Committees to report back to CGD Quarterly

Action 4

Bringing more members onto the TECH and Training teams

Action 5

3 Monthly review

Distinguished Clubs

Situation Analysis

What is the current situation in the District? What percent of District clubs are typically Distinguished? Do members understand how to achieve success? Does the District have special challenges? (One situation might be that members in the District don't know how to achieve success.)*

The District has lost 16 Clubs this year due to Covid 19 impacts and Pathways.

33 Clubs 12 or less, 48 clubs 13-19, 27 clubs 20 +

38 clubs were Distinguished last year (22 Presidents Distinguished)

6 Distinguished Areas, 1 Distinguished Division

1 Solid new club lead, 2 new clubs last year

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as training all Area and Division governors on the Distinguished Club Program.)*

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Member retention incentives
Club reinstatement incentives
Corporate Club initiative
Quality Club initiative

Action 1*

More consistent training of club officers

Action 2*

More consistent Training of District officers to help them identify clubs who are struggling

Action 3

Incentives (educational & Club Administration goals in DCP), Member retention incentives, Club reinstatement incentives

Action 4

Implement strategies from corporate club forum

Action 5

Develop and implement quality club initiatives, Develop and incorporate guidelines for Area club visit reports

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include Area and Division governors and the Distinguished Club Program and Club Success Plan (Item 1111).)*

Online meetings and training's

Online and in person workshops

Ability to use high quality presenters from outside the District

Enquire if any members are looking for projects to complete Pathways or HPL projects.

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

PQD has overall charge of Training, plus District training team, in consultation with the trio and senior district officers.

Action 1*

PQD plus district Training team

Action 2*

PQD plus district Training team and Top Table

Action 3

PQD in consultation with Top Table

Action 4

Feed back

Action 5

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Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

DOT 18th July and 3 other sessions spread over the year

COT Round 1 starts 2 July ends 22 August

Feedback from sessions Plus Questionnaire to ensure that the training meets our goals

District sponsored Leadership Training open to all members.

Action 1*

July to August DOT and COT Completed on time

Action 2*

Incentives announced at DOT and COT

Action 3

Feedback directly after training followed by Questionnaires at a later date

Action 4

District sponsored Leadership Training

Action 5

Additional Goals

Quality Club meetings standard raised across the District.

Higher number of club officers trained per club

Leadership training to encourage members to take on District officer roles in the future.

Strive to achieve club retention figures of 80% and look for opportunities to add new clubs.

Situational Analysis

What is the current situation in the District? Do members understand how to achieve success? Does the District have special challenges? (One situation might be that Areas and Divisions have reached their maximum capacity causing service to the members to suffer and limiting leadership opportunities.)*

A number of clubs have not achieved the minimum number of club officers trained x 2 (2nd round has lower numbers per club), many clubs set 4 officers trained as their goal rather than all club officers trained on the DCP.

District has struggled in the last few years to have a full team of Area, Division and Top table officers by 1st July.

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as *assigning an alignment committee to determine best options for realignment and collaborating with the nomination committee to identify leadership opportunities.*)*

District will develop and implement the guidelines for Area Club visit report to **Need Some Help?** force of clubs having all club officers trained each year.

Club Quality experience will be talked about at Club officer training.

To encourage clubs and Members to achieve all club officers trained x 2 goal on for the DCP.

Action 1*

Train the Area Directors regarding what it takes to achieve distinguished clubs

Action 2*

Train the Area Directors on what to look for when doing a Club visit

Action 3

Encourage Area Directors to complete Club visits early

Action 4

Encourage Area Directors to talk about the importance of clubs having all club officers trained x 2

Action 5

Review

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include past District directors, Area and Division director, the District website, and a nomination committee.)*

District officers and Past District officers

Region 12 advisor and Region 12 ID

TI Resources page

Excellent presenters in the District

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

PQD has charge of delivering Training's to the District

District Training team in charge of designing and delivering training

District Trio review and decide what improvements are necessary

Senior district officers to review and report on standards (Re F2F and online)

Area Directors encourage clubs to achieve all club officers trained.

Encourage clubs to use the information learned at training to help improve their clubs.

Action 1*

PQD to organise Incoming District officer training focusing on these goals

Action 2*

District training team to design and deliver the training to meet our needs

Action 3

All District officers to get behind the initiatives

Action 4

Trio to review results using reports page and any other methods we can think of

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Action 5

Encourage Club Officers to attend COT by promoting benefits of COT

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

Incoming DOT 4th July+3 more District Executive training's

1st round of Club Officer training July 28th to 30th Aug

Review

At each of the District Executive Training's

2nd round Club officer Training

Action 1*

1st round COT completed by 30th August

Action 2*

Club visit reports from Area Directors completed by 30 September

Action 3

Review of all training sessions completed asap

Action 4

Trio to report ongoing results at District executive Training's

Action 5

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