
Frequently Asked Questions About Serving as an Area Director

Why would I want to be an Area Director? What's in it for ME?

- You will gain hands-on experience in leadership, motivation, delegation, and management skills.
- You will gain close access to proven leaders who will help guide you in your self-improvement.
- You will feel the fulfillment of accomplishment and recognition.
- You will have the satisfaction of helping as many as 100 people achieve their dreams of better communication and leadership.
- You will learn how to organize meetings with many participants.
- You will learn how to interact with corporate decision-makers.
- You will meet a great group of positive-minded people that are working together for mutual improvement.
- On completion of your term, you will meet the requirement to serve as a District Officer for the Advanced Leader Silver Award (ALS) - a prerequisite for the Distinguished Toastmaster Award (DTM).
- You will gain exposure to the “hidden” treasures of Toastmasters – the educational opportunities that many Club members don't know about.
- You WILL change your world – your self-confidence, your relationships with others, your skills – for the better.
- You will have FUN!

What are my responsibilities as an Area Director?

- You will provide District contact, support, and assistance to the Clubs in your Area so that they may achieve the Club Mission and fulfill their responsibilities to their members.
- You will help the Clubs in your Area by keeping in regular contact with the Club Presidents, by visiting each Club at least twice during the year and reporting these visits to Toastmasters International.
- You are responsible for achieving Distinguished Area Program goals and for ensuring that each Area Club is a Distinguished Club.

What are the qualifications to be an Area Director?

- Insofar as practicable, an Area Director should have served as a member of a District Council (e.g., Club President, Vice President Education, or District Officer).
- Your appointment by the District Director is for the period of July 1 to June 30.

What is my time commitment as an Area Director?

- You are required to visit each Club in your Area at least twice during the year, and encouraged to visit each Club more often (e.g. if requested to act as Chief Judge for the Club contests).

- You are required to attend Area Director training in June.
- You are required to plan and supervise two Area Speech Contests, twice a year.
- You are expected to hold regular Area Council meetings.
- You are expected to attend District Officer Installation in June.
- You are expected to attend Division Council meetings (usually held on the day of the District Executive Committee (DEC) meetings).
- You are expected to attend both District Conferences.
- You are expected to attend all DEC meetings (a minimum of 4 will be held each year).
- You are expected to attend/organise Toastmasters Leadership Institute (TLI) club officer training sessions in June-August and December-February.
- You are expected to attend both Division Speech Contests.
- You are encouraged to attend the other Area Speech Contests in your Division.

Is there anything else involved with serving as an Area Director?

- You are expected to provide a solid lead for starting a new Toastmasters Club. This could be as simple as providing a location and contact name to the Club Growth Director, or as challenging as planning and attending a number of organizational and demonstration meetings.
- If you do not hold an election for Area Director according to guidelines of Toastmasters International, then you are expected to find your successor by May 31 for official appointment by the District Director-elect.

Who will help me be an effective Area Director?

- Your primary contact and source of help is your Division Director.
- You will have significant interaction with the District Director and will have access to all District officers and chairmen.
- You may appoint, subject to the approval of the District Director, one or more qualified individuals to serve as Area Assistants. The use of assistants permits you to provide greater service to the Clubs in your Area, and also permits evaluation of their performances as potential Area Directors for succeeding years. Suggested assistants include, but are not limited to: Contest Coordinator, Educational Assistant, and Secretary.
- You will have the full support of the world-class education and training materials and experience of Toastmasters International.

Any final advice?

- The position of Area Director is a challenge – BUT it is one of the greatest opportunities for self-development you will ever have.
- The more effort you put into serving as Area Director, the more benefit you will receive.

*Seize every opportunity that life offers you, because when opportunities go,
they take a long time to come back.*