

AREA GOVERNOR BASICS

(Preparing Your Successor!)

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Being an Area Governor has both its rewards and challenges. The rewards come in the form of your own leadership growth as you foster supportive and nurturing relationships, help your clubs achieve their goals, and celebrate their successes! The challenges come up when there is a feeling of overwhelm, lack of information, and preparation.

When selecting your successor, it is important to consider that individual's leadership, communication, and organizational skills, as well as their sincere desire to grow, learn, and advance towards achieving their next objectives. There are many people in your clubs who may not necessarily hold a club officer's position but are emerging leaders within those clubs who may have the skill sets and desire to fulfill the duties of a District Officer such as an Area Governor.

While it is recommended that an Area Governor has experience as a club officer, a club officer may not necessarily be ready for the growth opportunity and challenges that the role of Area Governor offers and another club member may be ready to pursue this goal. It is important to consider all potential prospects and perhaps send out an email invitation asking those who would like to be considered for this position to submit to you their names.

Below is an itemized nutshell list of the MINIMUM duties and expectations:

- 1) 2 club visits to each of your Area Clubs per year (July 1st – October 30th and January 1st – March 31st) and submit club visitor reports online to Toastmasters International.(I recommend visiting more often to support your club's growth and success).
- 2) 2 Area Council Meetings per year to report Club Progress and Plan Area Speech Contests. (Fall and Spring)..... (I recommend meeting quarterly for updates).
- 3) Whenever possible, attend your Division Governor's Division Council Meetings. (Usually, the Division Governor will schedule 1-4 of these during your year as an Area Governor)
- 4) Conduct 2 Area Speech Contests (Fall and Spring) and help ALL of your other Area Governors within your Division with their Club Contests in various roles whenever possible.

- 5) Assist the Division Governor in Division Fall and Spring Speech Contests as well as any officer trainings conducted by the Division Governor.
- 6) Conduct 2 officer training sessions each of the 2 rounds. (June 1st – August 30th and December 1st-February 29th) and help ALL of your other Area Governors within your Division with their officer training sessions whenever possible.
- 7) When possible, assist your Division Governor with any officers training he/she may be conducting throughout the year.
- 8) **VISIBILITY! VISIBILITY! VISIBILITY!** As an Area Governor, you serve as an Ambassador for your clubs. Whenever possible, attend ALL District training and Extra-Curricular programs and events. These include your own Area Speech Contests within the Division, the Division Speech Contests, The District Speech Contests, 2 TELIs (July and February), October Fall Conference, April Spring Convention, etc...
- 9) Select your Area Toastmaster of the Year.
- 10) EAT CHOCOLATE! 😊

VITALIA'S RECOMMENDED AREA GOVERNOR LEADERSHIP QUALITIES:

- A - Attitude of Service
- R - Relationship Building
- E - Energy! Excitement! Enthusiasm!
- A - Achiever

- G – Goal-focused (DCP)
- O – Optimist
- V – Value your members and volunteer!
- E – Effort for Excellence!
- R – Responsible and reliable
- N – Network with other Area Governors
- O - Organized
- R – Rewards and Recognition