

MOMENTS OF TRUTH

Club Quality Standards Evaluation



First Impressions

- Guests greeted warmly and introduced to officers and members
- Guest book and name tags provided
- Professionally arranged meeting room
- Convenient meeting location
- Guests invited to address the club
- Guests invited to join

Membership Orientation

- Formal induction, including presentation of membership pin and manuals
- Assignment of mentor
- Education programs and recognition system discussed
- Learning needs assessed
- Discussed accommodations for members with disabilities
- Speaking role(s) assigned
- Member involved in all aspects of club activities

Fellowship, Variety, and Communication

- Guests greeted warmly and made welcome
- Enjoyable, educational meetings planned
- Regularly scheduled social events
- Members participate in area, district, and International events
- Inter-club events encouraged
- Club newsletter/website published and updated regularly

Program Planning and Meeting Organization

- Program and agenda publicized in advance
- Members know program responsibilities and are prepared to carry out all assignments
- All projects are manual projects
- Meetings begin and end on time
- Creative Table Topics® and activities
- Positive and helpful evaluations

Membership Strength

- Club has 20 or more members
- Members are retained
- Promotion of club in the community or within its organization
- Club programs varied and exciting
- Toastmasters sponsoring new members recognized
- Regular membership-building programs

Achievement Recognition

- Award applications immediately submitted to World Headquarters
- Progress charts displayed and maintained
- Member achievements formally recognized with ceremony
- Club, district, and International leaders recognized
- Club and member achievements publicized
- DCP is used for planning and recognition