

Roles	1 (3 of 4) Listening	2 (2 of 3) Critical Thinking	3 (3 of 3) Giving Feedback	4 (2 of 4) Time Mgmt	5 (3 of 4) Planning & Impl.	6 (1 of 6) Organization &Delegation	7 (2 of 4) Facilitation	8 (3 of 5) Motivation	9 (1 of 3) Mentoring	10 (2 of 2, or 1 of 6) Team Building
Club Meeting Roles										
Ah-Counter	X									
Speech Evaluator	X	X	X					X		
Grammarian	X	X	X	X						
Table Topics Speaker	X									
General Evaluator		X	X		X		X	X		X –req or 1 chair
Timer				X - req						
Toastmasters				X	X		X	X		X –req or 1 chair
Speaker				X	X					
Topicsmaster				X	X		X			
Club Event Assistant										
Help Organize a Club Speech Contest						X				
Help Organize a Club Special Event						X				
Help Organize a Club Membership Campaign/Contest						X				
Help Organize a Club PR Campaign						X				
Help Produce a Club Newsletter						X				

Roles	1 (3 of 4) Listening	2 (2 of 3) Critical Thinking	3 (3 of 3) Giving Feedback	4 (2 of 4) Time Mgmt	5 (3 of 4) Planning & Impl.	6 (1 of 6) Organization &Delegation	7 (2 of 4) Facilitation	8 (3 of 5) Motivation	9 (1 of 3) Mentoring	10 (2 of 2, or 1 of 6) Team Building
Assist the Club's Webmaster						X				
Mentoring										
Befriend a guest							X			
Mentor for a New Member									X	
Mentor for an Existing Member									X	
HPL Guidance Committee Member									X	
Club Event Chair										
Membership Campaign/Contest Chair								X - 1 of 3 chair req		X - 1 of 6 chair req or TM+GE
Club PR Campaign Chair										
Club Speech Contest Chair										
Club Special Event Chair										
Club Newsletter Editor										
Club Webmaster										