

Toastmasters VPPR web Checklist

Once at the start of your term in office:

- ☐ Watch the VPPR tutorial on <https://www.toastmasters.org/leadership-central/club-officer-tools/club-officer-roles>
- ☐ Identify and confirm you have access to update your website and any social media accounts.
- ☐ Verify accuracy of officer list, contact information, meeting date/time/location/frequency and directions on:
 - ☐ toastmasters.org
 - ☐ club website (toastmastersclubs.org and/or easy-speak.org)
 - ☐ facebook page
 - ☐ meetup.com
 - ☐ twitter account
 - ☐ LinkedIn company profile
 - ☐ any printed materials
- ☐ Verify all club social media profiles have a link to your static club page and it works
- ☐ Verify the address and pin location on <https://www.toastmasters.org/find-a-club>
- ☐ Watch the youtube video on creating events on Facebook: <http://bit.ly/club-fbpr>
- ☐ Create a draft Facebook event on your club Facebook page for your meeting far in the future (used to duplicate for meetings)
- ☐ Create a Facebook Friend List called Toastmasters and add all Toastmasters friends to it
- ☐ Join any neighborhood or geographical community Facebook Groups that are near your club

Repeat for each meeting:

- ☐ Duplicate the Facebook meeting event that is in draft and edit it to post for each meeting
- ☐ Invite all of your Toastmasters friends that are on Facebook
- ☐ Share the event on your timeline
- ☐ Share the event in the community groups nearby
- ☐ Take photos of each club meeting
- ☐ Post photos, news, and meeting followups regularly on the club Facebook page
- ☐ Respond to all comments, likes and meeting interest to reinforce
- ☐ Tweet news about your club meeting in the days immediately before and after each meeting
- ☐ Ask all club members to create a nextdoor.com event in their neighborhood
- ☐ Create a meetup.com event
- ☐ Request all members to indicate they are attending the meetup event
- ☐ Post the event on the LinkedIn company page

Real Media:

- ☐ Print marketing materials .PDFs from toastmasters.org
- ☐ Distribute marketing materials to local gathering places (offices, bulletin boards, health clubs, etc)
- ☐ Repeatedly solicit innovative ideas from the members to get all members involved in marketing

More ideas:

- Frequently remind club members to actively ask co-workers and friends
- Get buttons that read "I'm a TMI"
- Buy Toastmasters clothing with TM logos
- Business cards with club details and contact info

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Toastmasters Vppr Manual 2013

Ramakrishna Reddy



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Toastmasters International Leadership Manuals Toastmasters International,2010 *Toastmasters Secret* Ramakrishna Reddy,2018-04-03 a great mentor to a new Toastmaster It complements the Toastmaster Competent Communicator Manual and gives the user ideas and insights into how to address stops and barriers they may experience and move efficiently through their initial Toastmasters Communication training Lance Miller World Champion of Public Speaking

Communication and Leadership Program Toastmasters International,1992 *Braude's Handbook of Stories for Toastmasters and Speakers* ,1988 **Journey from CC1 to CC10** Rukhman Singh Rathore, The book is a compilation of my first 10 speeches in Toastmasters These speeches are the 10 projects from the Competent Communicator manual that is given to every new member who joins Toastmasters This book was written in order to record the work done by me *The Toastmaster's and Speaker's Handbook* Herbert Victor Prochnow,1955 **Braude's Handbook of Stories For Toastmasters And Speakers** Jacob Morton Braude,1980

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