



Toast it Notes

Simply Believe! - 2008-09 District 45 Theme

Message from Our Club President

Special Interest Dates:

District 45 Spring Conference - May 22 - 24, 2009 - Concord, New Hampshire

Toastmasters Regional VII Conference - June 5 - 6, 2009, Hosted by District 45 at the Crowne Plaza, Moncton, NB.

Toastmasters International Convention - August 12 - 15, MGM Grand at Foxwoods, Mashantucket, Connecticut

TLI Summer Training - June 13, 2009 - St. Vincent de Paul Stewardship Centre - Time TBA.

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Dear Fellow Toastmasters,

Every week I am inspired by just how dynamic and enthusiastic our club is! We are now entering the "home stretch" for our Toastmasters year, and we continue to achieve new milestones.

Congratulations to all of the members who have achieved the goals or achieved a new designation this year! We have now reached the status **President's Distinguished Club** in the Distinguished Club Program. This is the third year in a row we have reached the President's Distinguished Club status.

Welcome to our new members who joined us in 2009:

- Eunice Abaga (January 22)
- Alberto Berardinelli (January 22)
- Binoj Daivasahayam (returning) (April 13)
- Johanna MacDonald (February 26)
- Colleen MacLennan (February 26)
- David Stanford (January 29)
- Duncan Watt (April 30)
- Vanessa Wilson (January 29)

A special thank you to Stephen MacNeil, Chair Nomination Committee, his team Suha Masalmeh and Ralph Smith for their coordination of the 2009 elections.

Congratulations to all of our members who competed in and contributed to our successful spring club contests. Jane Holden represented Sears in both the Area 18 and Division D International Speech and Table Topics Contests. Congratulations for placing second in Table Topics.

In the course of a normal year, most of our Toastmasters don't aspire to attend any meetings beyond District - because Region and International are too far away. Well, NOT THIS YEAR!

- Region VII Conference - June 5 & 6, Moncton NB. Noteworthy Toastmasters will gather at this event, which may be the last Regional conference ever! The line-up includes Past Toastmasters International President, Dr. Dilip Abayasekara, the 2001 World Champion of Public Speaking, Darren La Croix and International Director, Kristin Nicholson.
- TI Annual Convention - August 12-15, Mashantucket, CT

Let's finish this year with vigorous growth both in personal progress and club advancement.

Cameron Deacoff, CC/AL-B ● ● ●

The Habit of Courage

Act Confidently - Soon Enough You'll Feel Confident



Most people come to Toastmasters to overcome their fear of public speaking. So at Toastmasters meetings you will see demonstrations of courage. Standing in front of a group makes you feel vulnerable; it adds a burden of responsibility, expectation and opportunity. It can be overwhelming and scary.

At Toastmasters our members often face an internal demon that paralyzes them with fear. When we face the fear we can conquer it.

Here are four tips to overcome the internal demon:

1. **Become “other conscious”** - Don't focus on yourself and what the audience might think. Try to focus on the audience. Find a single person in the audience and make eye contact with him or her. Stay with that person long enough to deliver a full sentence or thought. Take responsibility for the audience's understanding of your message, you will soon forget the sweaty palms and knocking knees.
2. **Anxiety feels worse than it looks** - Try to refrain from calling attention to your fears and anxieties, nobody will know about them. Act confidently and soon you will feel confident.
3. **Make it look easy** - The audience wants to hear the speech, not worry about the speaker. This is not about you - it's about the speech! It should be about how your listeners benefit from your thoughts and ideas. A speech easily delivered is gladly received.
4. **Let yourself be encouraged** - Don't be self-effacing or overly modest. Embrace the supportive atmosphere of your club. Give yourself the benefit of the doubt that you would extend to anyone else!

“Persistence is the most useful virtue of the human heart. You are never beaten until you admit it!”

Written by Michael Landrum for the
Toastmasters International Magazine.

2008 - 09 Executive Committee

President:	Cameron Deacoff
VP Education:	Graeme Van Leer
VP Membership:	Pauline Benoit
VP Public Relations:	Karen Caldwell
Secretary:	Dave Hubley
Treasurer:	Tony Easton
Sgt. at Arms:	Rosanna White
Past President:	Denis Liboiron

2009 - 10 Executive Committee

President:	Dave Osborne
VP Education:	Duncan Watt
VP Membership:	Archie MacKinnon
VP Public Relations:	Cindy Slade
Secretary:	Binoj Daivasahayam
Treasurer:	Tony Easton
Sgt. at Arms:	Carol Andrews
Past President:	Cameron Deacoff



Get to Know our Members - Cameron Deacoff, CC, ALB



Cameron joined Toastmasters in March of 2004 and he hasn't looked back. He has been an active member and leader from the start. Cameron has held several executive positions at the Club and District level - Club: Secretary (2004-2005); Vice President of Membership (2007-2008); President (2008-2009); District 45: Chief Auditor (2007-2008); Secretary (2008-2009).

Cameron is an Environmental Officer with Halifax Regional Municipality. He develops policies and programs regarding water quality, water management, and sustainability. He is responsible for writing reports to Council, developing relations and negotiating partnerships with external agencies, as well as speaking and writing to inform, motivate, and persuade colleagues, Council, and the public at large. Cameron says "Toastmasters has been a great boon to my professional life - not only has it taught me how to organize, manage and lead efficient and effective meetings, but it has also given me greater self-confidence and an abundance of communications skills that I rely on every day."

Cameron is somewhat shy, but under that shy exterior lives a true competitor. He has competed in three Table Topics Contests and two Evaluation Contests. Although he did not win, he shows the true spirit of being a Toastmaster.

When I asked Cameron what makes him come to Toastmasters, he says "Mostly because I still want to learn more communications skills, and there is no better place to learn and practice them than Toastmasters. I wouldn't keep coming, however, if I didn't genuinely have fun at the meetings and enjoy the people that I know and meet every week."

"While my entry into Toastmasters and primary growth within the organization began with my membership in our club, I have gained a lot of perspective, insight, knowledge and friends by participating in events outside of the club. Attending meetings at other clubs, assisting at Area, Division, and District events, whether they be contests, conferences or training sessions, the are all great experiences on their own merits, and I recommend them to any Toastmaster."

Karen Caldwell, DTM



*Are you interested in inviting a friend or colleague to a meeting?
Contact Pauline Benoit, Vice President of Membership, 455-2233.*

Vice President of Education's Message High Performance Leadership Program



The High Performance Leadership (HPL) module is a requirement for the Advanced Leader Silver Designation and is a five-project program that focuses on vital leadership skills such as goal setting and planning and building a team. When you decide to do the HPL program you work with two teams of people - the Guidance Committee and the Project Team. The beauty of this module is that you don't have to do it within Toastmasters; you can do it as part of your normal job or even a volunteer organization. Some examples of what you could undertake for this project are a kick off party, a fundraising campaign or a District Conference. If you have a project you think might qualify, talk to your VP Education.

The Project Team

No matter what you select, you must have at least two people in your Project Team. None of these team members has to be a Toastmaster, however, none can be on your guidance committee either!

The Guidance Committee

The guidance committee is a group of people whose role is to help you learn more about leadership. The committee guides you through your project by offering advice and helping you learn more about leadership skills. The people on your guidance committee are determined by you. There are a few requirements:

- You can have 3 people on your guidance committee.
- You must have at least one Toastmaster in good standing on your guidance committee.

- No one person can be on both the guidance committee and project team.

The guidance committee works with you from the HPL workbooks (available from TI). The packet comes with one book for the participant and three books for guidance committee members. If you need more than three, extras can be purchased. The committee will meet with the participant five times.

The High Performance Leadership manual walks you through the project's different phases, providing study material and activities to complete. There are five phases (each one ties in to the meetings with the guidance committee).

The world needs strong, competent leaders now more than ever before. The six dimensions of service leadership:

Vision and Values; Direction; Persuasion; Support; Development; and Appreciation.

Selecting your project, developing a vision and a mission with values, build a team and creating an action plan, helping the team accomplish its mission and how to deal with setbacks, analyzing efforts and managing time well.

HPL will not only help you achieve your Advanced Leader Silver, it will also provide you with some valuable experience in leadership skills which will prove extremely valuable in your professional life and career. If you wish to purchase the HPL pack, see Tony Easton who will add it to his next order.

Graeme Van Leer, CC



Public Relations Update

Member/Club Achievements

Sears-Halifax Toastmasters & Members:

Competent Communicator (CC) - Congratulations to Cameron Ells for being our fourth Toastmaster to receive the designation of Competent Communicator for the 2008-09 year.

Advanced Communicator Silver (ACS) - Congratulations to Dave Hubley for being our second Toastmaster to receive the designation of Advanced Communicator Silver for the 2008-09 year.

Advanced Communicator Gold (ACG) - Congratulations to Karen Caldwell for being our first Toastmaster to receive the designation of Advanced Communicator Gold for the 2008-09 year.

Distinguished Toastmaster (DTM) - Congratulations to Karen Caldwell for being our first Toastmaster to receive the designation of Distinguished Toastmaster for the 2008-09 year.

Sears-Halifax
Toastmasters 1555

Meeting Time:

Thursdays
6:15-8:30 pm
Retail Training Room
Sears Store
Halifax Shopping Centre

Phone:

902-455-2233

E-Mail:

tm1555@chebucto.ns.ca

Dread Giving a Speech?

You are not alone! Here are time-tested tips on how to overcome your fear of public speaking.

- Don't procrastinate!
- Always look for a speech topic.
- Organize your speech in a logical sequence.
- Create an attention-grabbing opening.
- Rehearse!
- Visualize success.
- Know your equipment needs.
- Familiarize yourself with the setting.
- Wear comfortable and professional looking clothes.
- No matter how nervous you may feel, don't tell the audience!
- Use visual aids and stories relevant to your topic.
- Stay in Toastmasters!

Dave Hubley, ACS/ALB





Why do we need Parliamentary Procedure?

Limit or Extend the Limits of Debate

Purpose: To limit or extend the length of debate or the number of times a person can speak in debate; or to put a time limit on a particular motion. An example would be to limit the entire debate to 30 minutes.

The Subsidiary Motion requires a second. It is not debatable. It takes a two-thirds vote to adopt.

Can recognize an affirmative vote without debate before the time limit expires. If partially carried out, can reconsider only the time remaining.

If the motion has been voted down, members can make it again after there is some progress in the debate.

Result: This motion changes the standard rules of debate.

If an assembly has no special rule of order about how long or how many times a member can speak in debate, a member may speak twice to a motion and up to ten minutes each time. If a member wishes to extend or limit the debate, he or she makes this motion. Conventions have standing rules that regulate how long each motion or topic can be considered. If this is the case, when the time has arrived to go on to the next business in order, a member can make the motion to extend the limits of debate. A two-thirds vote is needed to adopt because the motion alters the right of the individual members.

There are several ways members can use this motion. One way is to reduce the number of speeches or the time allowed for members to speak to an issue:

Member: I move to limit debate to five minutes per person.

Member 2: Second

President/Chair: It is moved and seconded to limit debate to five minutes per person. This motion is not debatable but is amendable. Are you ready for the question? All those in favor please rise. Be seated. Those opposed please rise. Be seated. The affirmative has it, and debate will be limited to five minutes per person.

OR

President/Chair: The negative has it, and debate will not be limited. Each person can speak ten minutes to the question. Is there any discussion?

Another way to use this motion is to extend debate that is set for a certain time. For example, a convention may have a rule that debate stops at a certain time; if so, members can then make a motion to extend the time.

Member: I move to extend the debate five more minutes.

Member 2: Second

President/Chair: It is moved and seconded to extend the debate five more minutes. This motion is not debatable but is amendable. Are you ready for the question? All in favor please rise. Be seated. Those opposed please rise. Be seated. The affirmative or negative have it.



Evaluations - Two Tell & Sell Methods



METHOD #1 - "THE GLOVE"

- **G = Gestures** - Body Language used during the speech.
- **L = Language** - Did the Speaker use proper grammar and sentence structure for everyone to clearly understand the message of the speech?
- **O = Organization** - Was the speech well laid out with a strong "Opening", interesting "Body" with a strong "Conclusion"? Did the speech flow from one point to the other.
- **V = Vocal Variety** - Did the speaker change their voice pitch during the speech? Was the Speaker's voice monotone? Did you feel excitement, passion in what you heard?
- **E = Eye Contact and Emotion** - Did the speaker make eye contact throughout the audience? In their speech, did the Speaker create emotion that the audience could understand and feel?

METHOD #2 - "WHAT I SAW, WHAT I FELT, WHAT I HEARD"

- **"What I Saw"** - Did the Speaker use facial expression, body language, movement, good use of props, make eye contact or freeze on the spot?
- **"What I Felt"** - Did the Speaker evoke emotion in you? Did you feel sad, happy, bored, afraid or no emotion at all?
- **"What I Heard"** - Did the Speaker talk clearly? Did the Speaker have good command of the language? Did the speech make sense? Did the speech content inspire you or were you bored? Did the speaker use fillers?

Karen Caldwell, DTM



Method #1 is taken from a presentation by Angela Louie, DTM & Allan de la Plante, DTM given at the District 45 Conference in Halifax, NS May 25-27, 2007.

Method #2 was developed starting with the Toastmasters International "Individual Speech Evaluation Form".

"You can gain strength, courage and confidence by every experience in which you really stop to look fear in the face. You are able to say to yourself, 'I lived through this horror. I can take the next thing that comes along'... you must do the things you cannot do." - Eleanor Roosevelt

GESTURES - GET MOVING!



Let go of your death grip on the lectern - make your speech interesting through body language.

The human body contains more than 700 muscles, but few of those are used by speakers - except when their arms and fingers do a death grip on the lectern. Speakers tend to focus most of their efforts in search of the perfect word to illustrate their points. In fact, our bodies speak louder than words do.

Your effectiveness as a speaker is directly related to your ability to invoke emotion and interest through the use of non-verbal communication. Your listeners judge you and your message based on what they see as well as what they hear. Your body can be an effective tool for adding emphasis to your words. Appropriate appearance, posture and attire also contribute to this.

Here are some tips on how to incorporate body language into your speeches:

Start with eye contact: Be prepared - have control of your message. Don't just pass your gaze throughout the room; try to focus on individual listeners and create a bond by looking directly at each person for 5 to 10 seconds.

Express emotion with your facial muscles: Smile, show the facial expression that best fits with your speech topic.

Avoid distracting mannerisms: Practice and avoid fidgeting, twitching, lip biting, key jingling, pacing, or having your hands in your pockets or behind your back.

Tell a story: Highlight the action verbs. Look for ways to act out one or more parts.

Stay true to your personality: Don't copy gestures from others, respond naturally to what you feel and say.

Make gestures convincing: Every gesture should be a total body movement - starting from the shoulder to elbow. Half-hearted gestures look artificial.

Vary your speaking position: Move from one spot to another on the stage. Walk to the other side of the stage as you move to a new topic or move toward the audience as you ask a question.

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Sears-Halifax Toastmasters # 1555

Website - <http://toastmasters.chebucto.org>