



# Toasters Club Yearly Planner

## July

- Area Director Visits (1st round submission due 30th of Nov)
- Conduct 'Moment of truth'
- Complete club success plan
- Club officers attend training (1st round)
- Conduct member Interest Survey
- Designate club proxyholder
- Check club contact details

## August

- Area Director Visits (1st round submission due 30th of Nov)
- Club Contests
- Complete club success plan
- Club officers attend training (1st round)
- Send club fees reminder
- Smedley Award TI Membership Building program (starts 1st Aug)

## September

- Club member fees due by 30th of September
- Area Director Visits (1st round submission due 30th of Nov)
- Club Contests
- Smedley Award Membership Building program ends (Sept 30th).

## October

- Area Director Visits (1st round submission due 30th of Nov)
- Area Contests

## November

- Area Contests

## December

- Club officers attend training (2nd round)

## January

- Area Director Visits (2nd round submission due 31st of May)
- Check progress with club success plan
- Club officers attend training (2nd round)

## February

- Area Director Visits (2nd round submission due 31st of May)
- Division Contests
- Send club fees reminder
- Club officers attend training (2nd round)
- Talk up Toastmasters TI Membership Building program (starts Feb 1st)

## March

- Club member fees due 31st of March
- Area Director Visits (2nd round submission due 31st of May)
- Division Contests
- Hold an open house meeting
- Talk up Toastmasters TI Membership Building program ends (March 30th)

## April

- Area Director Visits (2nd round submission due 31st of May)
- Hold an open house meeting

## May

- District Conference/District Contests
- Club ABM - 1st meeting in May
- Beat the Clock TI Membership Building Program (starts May 1st)
- Schedule handover meeting with outgoing and incoming officers

## June

- Submit Club officer list by 30th June
- Conduct 'Moment of truth'
- Club officers attend training (1st round)
- Beat the Clock TI Membership Building Program ends (June 30th).

Need more Information? Find the resources here - <https://www.toastmasters.org.nz/club>



# Toastmasters Club Yearly Marketing Planner

## July

- Complete club yearly marketing plan
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Public Speaking

## August

- Promote Club Contests
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Public Speaking

## September

- Promote Club Contests
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Recognition of members success

## October

- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Recognition of members success

## November

- Prep for new year promotions - photos/videos/quotes from members to share
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - How Toastmasters helps you reach your personal goals

## December

- Prep for new year promotions - photos/videos/quotes from members to share.
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - How Toastmasters helps you reach your professional goals

## January

- Use info for promotions gathered in Nov/Dec
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - meet our members.

## February

- Use info for promotions gathered in Nov/Dec
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - meet our members.

## March

- Promote open house meeting
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Pathways Projects

## April

- Promote open house meeting
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Pathways Projects

## May

- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Club Leadership Roles

## June

- Start mentoring new VPPR
- Schedule monthly social media posts
- Create events for meetings on FB and Eventfinda
- Monthly focus - Club Leadership Roles/meet our club leaders

### Ideas to add to your yearly plan:

Share member successes (Education awards, milestones, contest winners, new members), pick a month to focus on a different topic for example - meeting roles, what's unique about your club, skills you can learn, guest interviews, how your club is active in the community, personal or professional growth stories.

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