



Suman Shakya, DTM

Program Quality Director (2022-23) | District 41 | Region 13

Dear Trainers

Welcome to a journey of excellence as a Trainer in Toastmasters Leadership Institute, District 41, Toastmasters International. As a part of the Job-Aid segment of the Training, you are required to share the following resources with the Trainees and explain them how to utilize the same:

- Toastmasters Club Leadership Handbook: <https://www.toastmasters.org/resources/club-leadershiphandbook> [Distinguished Club Program & Club](#)
- Success Plan: <https://toastmasterscdn.azureedge.net/medias/files/department-documents/translations/distinguisheclub-program-and-club-success-plan/1111-distinguished-club-program-and-club-success-plan.pdf>
- Delivering Welcome Speeches (President's Speech): <https://www.youtube.com/watch?v=gldNafNOzho>
- How to keep the Team Motivated?: <https://www.youtube.com/watch?v=zfhvk897leg>
- Level Completion Approval & DCP Points:
 - ▶ Toastmasters Pathways Level Completion and DCP Awards
- Base Camp Progress Dashboard: [▶ Individual Progress Dashboard](#)

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Thanks and Regards,

Suman Shakya, DTM