

**TOASTMASTERS**  
INTERNATIONAL<sup>®</sup>

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# Club Coach Program

Club Growth Director

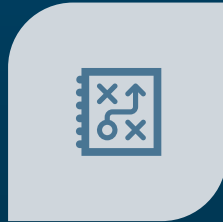
Jayapriya Muthukumar, DTM

# Objectives

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BENEFITS OF  
BECOMING A CLUB  
COACH



IDENTIFYING THE  
CLUB TO COACH



ELIGIBILITY & STEPS  
INVOLVED TO  
BECOME A COACH



HOW TO EARN  
CREDIT

# Why should you become a Club Coach?

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## AS A CLUB COACH YOU CAN BECOME AN AGENT OF CHANGE

Develop team-building skills, expand leadership experiences, increase facilitator and negotiation proficiencies and develop diplomacy and marketing skills — all while completing an essential step towards your DTM award.

# Eligible clubs

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Have at least three but not more than 12 members.

Have at least one club officer who has completed the Club Coach Program Training module.

Are not suspended or closed.

Do not currently have two coaches appointed.

# Eligibility Criteria to become Club Coach

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Are a paid member in good standing

Have not been a member of the eligible club in the past six months.

Have been a member of Toastmasters International for at least one year.

Have served as a club officer for one annual term or two semiannual terms.

Have completed a minimum of Level 2 in a path, or an Advanced Communicator Bronze (ACB), or an Advanced Leader Bronze (ALB).

Have completed the Club Coach Program Training module.

# Steps to become a club Coach

Step 1

Go to URL → <https://reports2.toastmasters.org/>

Step 2

On left side Panel Click on District 86

Step 3

Under District 86 Click on District Summary

Step 4

Scroll down to see the List of clubs that require Coaches

# Steps to become a club Coach

The screenshot shows a web interface with three main sections. On the left is a vertical list of districts from District 76 to District 99. In the middle is a section for 'District 86' containing several links: 'District summary', 'District reports', '"Almost" distinguished clubs', and 'Area to-do's'. On the right is a section titled 'Clubs that need coaches' with a sub-instruction: 'Click on a club number for directory information.' Below this instruction, the text 'List of clubs will be displayed here' is centered.

District	Content
District 76	<a href="#">District 76</a>
District 77	<a href="#">District 77</a>
District 78	<a href="#">District 78</a>
District 79	<a href="#">District 79</a>
District 80	<a href="#">District 80</a>
District 81	<a href="#">District 81</a>
District 82	<a href="#">District 82</a>
District 83	<a href="#">District 83</a>
District 84	<a href="#">District 84</a>
District 85	<a href="#">District 85</a>
District 86	<a href="#">District 86</a>
District 87	<a href="#">District 87</a>
District 88	<a href="#">District 88</a>
District 89	<a href="#">District 89</a>
District 90	<a href="#">District 90</a>
District 91	<a href="#">District 91</a>
District 92	<a href="#">District 92</a>
District 93	<a href="#">District 93</a>
District 94	<a href="#">District 94</a>
District 95	<a href="#">District 95</a>
District 96	<a href="#">District 96</a>
District 97	<a href="#">District 97</a>
District 98	<a href="#">District 98</a>
District 99	<a href="#">District 99</a>

**District 86**

- [District summary](#)
- [District reports](#)
- ["Almost" distinguished clubs](#)
- [Area to-do's](#)

**Clubs that need coaches**

*Click on a club number for directory information.*

**List of clubs will be displayed here**

# Steps to become a club Coach

Step 5

Choose the club to coach

Step 6

Go to TI Dashboard → <http://dashboards.toastmasters.org/District.aspx?id=86>

Step 7

Search the club & Analyse the DCP Goals

Step 8

Go To Find the club - [https://www.toastmasters.org/find-a-club?country=Spain&zoom=6&utm\\_source=facebook&utm\\_campaign=fac-spain](https://www.toastmasters.org/find-a-club?country=Spain&zoom=6&utm_source=facebook&utm_campaign=fac-spain)

Step 9

Get the Details and contact the club

Step 10

Visit the club ,talk to members get consensus from President & members

Step 11

Fill the club coach agreement form <https://www.toastmasters.org/resources/club-coach-agreement>

Step 12

Mail to [clubgrowthdirector@toastmasters86.org](mailto:clubgrowthdirector@toastmasters86.org) [districtdirector@toastmasters86.org](mailto:districtdirector@toastmasters86.org)  
and cc: club president



# Club Coach Training



## ▼ CHAPTER I: INTRODUCTION TO THE CLUB COACH PROGRAM

- ☰ Learning Objectives ✓
- ☰ Creating Thriving Clubs ✓
- ☰ The Club Coach Program ✓
- ☰ Club Coach Eligibility ✓

**Congratulations, you have completed this module.**

You are not alone in your goal of helping the club thrive!

Visit and save a link to the [Club Coach Program Webpage](#), which includes all resources and documents mentioned in this training.

For questions about being a club coach, email Club and Member Support at [clubcoach@toastmasters.org](mailto:clubcoach@toastmasters.org).

The District's Club Extension Chair and other District leaders are also good resources for the Club Coach.

# Course Completion

## Club Coach Program Module

### Details

This module provides an overview of the Club Coach Program requirements for club members, club officers, District Leaders, and prospective club coaches.

Provider	Toastmasters International
Version	1
Subject(s)	Club Coach Program

[Show Less](#)



### Club Coach Program Module

Completed

Training was successfully completed and recorded to [your transcript](#).

Request



# Steps for Achievement of club Coach credit

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Served at least six months.

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Did not join the club during their appointment.

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Submitted and completed the required forms:

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The Club Coach Preliminary Report within 30 days of appointment to Club Growth Director & District Director

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The Club Coach Progress Report every 60 days to Club Growth Director & District Director

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The Club Coach Final Report after their appointment has ended to club Growth Director & District Director.

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Following the six-month term, the coached club achieves Distinguished or better status by the subsequent June 30.

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To receive credit, the Club President (or officer delegate) of the coached club must notify World Headquarters in writing.

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If the coach is unsuccessful, the appointment can be extended up to two additional program years.

# Club Coach Role Credit

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Club coach education program credit requires the club to achieve Distinguished or better status by the June 30 following the completion of the minimum six-month requirement

# District Leader Role Credit

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To earn an additional education credit towards a District leader role, the coached club must also have 20 or more paid members

# Old Vs New Guidelines

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- Any coach appointed prior to July 1, 2022, will fall under the old guidelines during their role as Club Coach. The new guidelines will only come into effect for them if they are reappointed or appointed to another club. All coaches appointed after July 1, 2022 will fall under the new guidelines.
- Each Club Coach is appointed for two program years. For example, a Club Coach appointed prior to July 1, 2021 will have until July 1, 2023. For Club Coaches that are currently appointed, nothing will change during their current appointment.

# Dashboard Analysis

- ✓ Membership
- ✓ Education Goals

<https://toastmasterscdn.azureedge.net/medias/files/department-documents/club-documents/930pl-club-coach-preliminary-report.pdf>

# Strategic planning

<https://toastmasterscdn.azureedge.net/medias/files/department-documents/club-documents/930tg-club-coach-troubleshooting-guide-ff.pdf>



# Resources

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- <https://www.toastmasters.org/leadership-central/club-officer-tools/club-management/club-quality/club-coach-program>
- <https://www.toastmasters.org/resources/club-coach-agreement>

# FAQ

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<https://www.toastmasters.org/footer/faq/Club%20Coach>

# Questions

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[clubgrowthdirector@toastmasters86.org](mailto:clubgrowthdirector@toastmasters86.org)