



District 74 Program Quality Report for District Council

by Zivai Matondo DTM & Granny Be007 – September 2023

Purpose of the Role: The Program Quality Director is responsible for all aspects of education and training within the district. This includes supporting quality club programming efforts, promoting the Distinguished Club Program and planning, organizing and executing the district conference. You are also responsible for promoting and supporting club quality and member retention.

1. Executive Summary

- 1.1. In 2024 to MAJOR events will happen;
 - 1.1.1. On 1 July 2024 District 74 will multiply into 2 Districts, being D74 and D129
 - 1.1.2. On 22 October 2024 Toastmaster will celebrate its Centenary
- 1.2. District Director, Angie Kavido is focused on #BuildingALegacy that will compliment both major events of 2024 with a strategy of D74 being the #1 District in the WORLD, which relies a very HIGH percentage of Distinguished clubs
- 1.3. How would the PQD contribute towards realising the above?
 - 1.3.1. Building a legacy succession plan and
 - 1.3.2. Strategically drive and inspire quality of NEW and EXISTING clubs,
 - 1.3.3. Through monitoring and being clinical in helping clubs become distinguished.

2. CURRENT STATUS AS AT 28 AUG 2023

District 74 Performance		
0.72% Growth	-73.54% Growth	0% of Clubs
Paid Clubs	Payments	Distinguished Clubs
Base: 277, To Date: 279	Base: 11,593, To Date: 3,068	Base: 277, To Date: 0
Goals	Goals	Goals
Distinguished: 277	Distinguished: 11,709	Distinguished: 111
Select Distinguished: 278	Select Distinguished: 11,941	Select Distinguished: 125
President's Distinguished: 286	President's Distinguished: 12,173	President's Distinguished: 139
Smedley Distinguished: 291	Smedley Distinguished: 12,521	Smedley Distinguished: 153
GOAL 1	GOAL 2	GOAL 3

2.1. **GOAL 1**

CGDs – NEW CLUBS

2.2. **GOAL 2**

CGDs – MEMBER PAYMENTS & PAID CLUBS

2.3. **GOAL 3**

PQDs – DCP

Reflecting on the start of the previous 2 years – indicates the amazing progress done by the previous teams

62.96% of Clubs		70.31% of Clubs	
Distinguished Clubs	Distinguished Clubs	Distinguished Clubs	Distinguished Clubs
Base: 243, To Date: 153	Base: 243, To Date: 153	Base: 256, To Date: 180	Base: 256, To Date: 180
Goals	Goals	Goals	Goals
Distinguished: 98	Distinguished: 110	Distinguished: 103	Distinguished: 116
Select Distinguished: 110	Select Distinguished: 122	Select Distinguished: 116	Select Distinguished: 128
President's Distinguished: 122	President's Distinguished: 134	President's Distinguished: 128	President's Distinguished: 141
Smedley Distinguished: 134	Smedley Distinguished: 141	Smedley Distinguished: 141	Smedley Distinguished: 141

President's Distinguished 2021/2

Smedley Distinguished 2022/3



3. PROGRAM QUALITY TEAM

- 3.1. **TLI Chair** *Future Moyo* –
Toastmasters Leadership Institute for all Accredited Training
- 3.2. **Chief Pathways Guide** *Glenis Whitehead* –
Track and identify Pathways Adoption rates and the participation • Facilitate Pathways related workshops and club specific tutorial
- 3.3. **Club Quality Chair** *Alfred Deredzi* –
Help Clubs maintain a quality club by tracking their performance via the dashboards and guiding them to be Distinguished Clubs.
- 3.4. **Educational Coordinator Club** *Matsela Grace Matubatuba* –
 - Monitor the educational awards report on the TI website for registrations
 - Draw information of members who have promised to achieve awards from the Area Director reports to draw up a list of possible educational awards for the year.
 - Liaising with clubs to ensure each member achieves an educational award • Assist the PQD in contacting members who have promised achievements.
 - Celebrate Member educational achievements and promote completion of educational goals
- 3.5. **Club Fitness Rewards Coordinator** *Hami Randrianja* –
Promote Club Quality through recognition
- 3.6. **Club Emissary Team Leader** *Fanantenana Randriamahenintsoa* –
Promote interclub activities and source and share feedback from emissaries to club exco's for continuous improvement.
- 3.7. **Mentors without Borders Coordinator** *Edith Nkos* –
Run a mentorship programme for interested persons to coordinate across District • Recognize best practices of mentorship across all clubs • Ensure each club has an active mentorship programme.
- 3.8. **Chief Judge** *Nomonde Boo* –
District Contests
 - Manage and officiate over District Contests
 - Liaise with conference teams to ensure proper preparation for District Contests.
 - Check judges appointed for District contests to ensure eligibility, representivity, sufficient numbers, and balance of potential loyalties.
 - Verify eligibility of contestants in the District contests with TI. Such enquiries to TI by e-mail are generally answered within 48 hours.
 - Ensure that the judging process at District contests is fair and is perceived to be fair by all concerned.
 - Provide District Webmaster with the names of contest winners so that Hall of Fame may be maintained.



2 Judging Information

- Answer queries on contest rules and procedures by phone, fax, voice mail, SMS, or e-mail within 24 hours. It is vital that answers to all enquiries are based on fact rather than opinion.
- Refer queries to TI if not definitively answered elsewhere.
- Update information on judging so that the District website is current and that any changes to the contest or judging rules are communicated to all members of District.
- Ensure that all members of District are aware of the availability of relevant information on contests and judging via the District website.
- Maintain availability of up to date judging forms on the District website
- Minimise the propagation of misinformation and disinformation through awareness and the wide distribution of accurate and up to date information concerning the rules, requirements, and processes related to judging.
- Chair the Contest Rules Committee, which may be appointed by the DD to assist in managing the implementation of new rules introduced by TI.

3 Training

- Liaise with and give input to TLI to ensure that regular and meaningful workshops on judging are conducted throughout District and ensure that sufficient information and training is available to ensure a fair standard of judging at all contests.

Other Tasks:

- Liaise with the PQD on all matters and decisions relating to speech contests within District and maintain records of each position of each contest in case of need by PQD
- From contest results, calculate results for the Brian Clark Shield for the Division with the best overall contest results, presented by the DD at the May conference.
- Where the District Chief Judge is unable to officiate at District Contests, the ability to delegate and to train a substitute is required

3.9. **Maycon Convenor** *Kirstin Bosworth* –

Job functions: Overall management of the conference team and their respective portfolios.

- Ensure that conference budget is approved by Cabinet.
- In the absence of specific arrangements to the contrary, the host body will be responsible for all hospitality matters, such as selection of venues, layout of rooms, provision of audio-visual and recording facilities, reception, booking of accommodation, chairing of sessions, photography, entertainment, etc. It shall also handle the reproduction of papers and printing of programmes.
- Control of Educational programmes, selection of guest speakers and matters incidental thereto is vested in the PQD, though these may be delegated to the host body while the PQD retains accountability and the right of final approval.

3.10. **Conference Coordinator** *XXX* –

TBA XXX



4. OUR GOALS

- ✓ **Accomplish District 74 Mission:** We build new clubs and support ALL clubs in achieving EXCELLENCE!
- ✓ **PLUS** being commissioned to ensure 2 quality, self-sustaining Districts in 2024, (D74 and D129) the strategy we embarked on, is to close this TM's year being:

🎵 **S M E D L E Y, S M E D L E Y** 🎶 🎸 🎹 🎺 🎻

HOW?

The following will represent the aspects PQDs will focus on to ensure the SUCCESS of GOAL 3

4.1. **GOAL 3.1 DCP GOALS 1-6 – EDUCATION GOALS**

- ✓ **ONBOARDING** - Chief Pathways Guide is to ensure all clubs adopt Pathways and assists accordingly to safeguard more clubs are able to become Distinguished as a result. Please see the Guide's individual report for current updates
- ✓ **MENTORSHIP PROGRAM** – Mentors Without Boarders Coordinator to utilise the program to empower clubs without the necessary mentors to ensure a productive and effective new member experience on the Pathways program towards completing their Levels. Please see the Coordinator's report for current updates.
- ✓ **MOTIVATION** – The CLUB FITNESS REWARDS (CFR) Coordinator – Will promote Club Quality through the recognition program of CFR of which the PQD portion for clubs to excel in this goal is;

- **1. The DCP sprint- Club award**

Qualifying Criteria	Reward
5 DCP Goals by 31 December 2023 (DCP sprint)	A Trophy OR R300 Voucher or which can be used towards purchasing stock from our Stock Custodian or purchase of data or the May Conference.
10 DCP Goals by 31 March 2024! (Club Merit awards)	A Trophy or R300 Voucher which can be used towards purchasing stock from our Stock Custodian, purchase of data or the May Conference.

4.2. **GOAL 3.2 DCP GOALS 7, 8 & 10a – NEW MEMBERS & CLUB RENEWALS**

- ✓ CGDs to champion this within their portfolio



4.3. **GOAL 3.3 DCP GOAL 9 – CLUB OFFICER TRAINING**

✓ **GOAL - TLI Chair** to motivate, monitor & empower others to organise COTi while monitoring and motivating attendance to achieve:

- Club Officer Training round 1 (COTi) - 100% Clubs train 4/7 officers and give incentives for clubs that have 7/7 Officers trained. Current but not final Statistics are:

DESCRIPTION	# CLUBS	%
Number of clubs listed on TI	287	
Less quantity that are non VC	-8	
TOTAL number of clubs	279	100%
Total quantity under 4 trained	36	
less VC clubs	-8	
TOTAL to influence %	28	10.035%
Total 4 or more trained	251	89.96%
of which are 7/7	116	41.58%

- HOWEVER FOR DISTRICT TO QUALIFY WE ALSO NEED QUALIFYING AMOUNT OF District Officer Training round 1 (DOTi)

Here is the Current BUT not final statistics:

Number of Areas	64	Area Directors Trained	54	% Trained	87
Number of Divisions	14	Division Directors Trained	14		
Total Directors	78	Total Trained	68		

- For more information see TLI Chair's report

4.4. **GOAL 3.4 DCP GOAL 10 – RENEWALS GOAL 10a**

✓ This will be monitored during the renewal periods

CLUB OFFICER LISTS ON TIME

✓ This will be monitored in December 2023 for those that hold semi-annual elections.

5. CLOSING REMARKS

This is a HISTORIC year of preparation and fitly to be “BUILDING A LEGACY” in order to continue on the success of others and prepare the success of those to come

Let us do so by discovering the passions of our members, providing them with a quality club and safe environment for them to grow their communication and leadership skills and watch THAT SUCCESS make us all...



DISTRICT 74 PROGRAM QUALITY 2023/4

 **SMEDLEY, SMEDLEY**      