

# Outstanding Toastmaster Guidelines

TOASTMASTERS  
INTERNATIONAL®

Name of Candidate \_\_\_\_\_ Year \_\_\_\_\_

Club \_\_\_\_\_ District \_\_\_\_\_

This form contains a suggested point system your club can use in selecting its Outstanding Toastmaster or Toastmaster of the Year. This award recognizes one member whose educational accomplishments, club service, dedication and enthusiasm are exceptional. Complete one form for each candidate.

All club members should be eligible. Special certificates and plaques are available from World Headquarters; consult your Toastmasters Catalog or the online store [www.toastmasters.org/shop](http://www.toastmasters.org/shop).

## Part A

This section is designed to recognize the “human” factors that contribute significantly to club spirit and success. Rate each candidate in three separate areas, according to the horizontal scale below:

5pts.	3pts.	1pt.
Tops in Club	Good	Fair

POINTS

1. **Enthusiasm** – Does the member reflect enthusiasm for fellow members, for the club and for Toastmasters? \_\_\_\_\_
2. **Dedication** – Does the member readily and enthusiastically accept all assignments and willingly contribute to the club’s well-being? \_\_\_\_\_
3. **Helping Others** – Does the member evaluate others with the purpose of recognizing achievement, fostering continued improvement and building self-esteem? \_\_\_\_\_

## Part B

Assign points to the activities and achievements listed below:

CATEGORY	VALUE	POINTS
<b>Attendance</b>	100% – 10 pts. 90-99% – 8 pts. 80-89% – 6 pts.	_____
<b>Club Officer Service</b>	6 pts. per 6-month term (or 12 pts. per 1-year term)	_____
<b>Newsletter Editor</b> (not club officer)	2 pts. per 6-month term (or 4 pts. per 1-year term)	_____
<b>Webmaster</b>	2 pts. per 6-month term (or 4 pts. per 1-year term)	_____

CATEGORY	VALUE	POINTS
<b>Educational Awards</b>		_____
CC	12 pts.	
AC Bronze	10 pts.	
AC Silver	10 pts.	
AC Gold	10 pts.	
CL	10 pts.	
AL Bronze	10 pts.	
AL Silver	10 pts.	
DTM	15 pts.	
<b>Manual Speeches</b>	1 pt. each	_____
<b>Meeting Awards</b>		_____
Best Speaker	2 pts. each	
Best Table Topics	1 pt. each	
Best Evaluator	1 pt. each	
Other (if applicable)	1 pt. each	
<b>Contests</b>		_____
Participation (any contest)	1 pt. each	
Won club contest (bonus of 3 points for winning each level above club)	3 pts. each	
<b>Coordinated</b>		_____
Speechcraft	6 pts. each	
Other Success/Leadership and Success/Communication	3 pts. each	
Youth Leadership	5 pts. each	
<b>Conducted Educational Programs</b>		_____
The Better Speaker Series	2 pts. each	
The Successful Club Series	2 pts. each	
The Leadership Excellence Series	2 pts. each	
<b>Outside Speeches</b>	1 pt. each (max. 10)	_____
<b>Sponsored New Members</b>	5 pts. each new member	_____
<b>Mentor for New Member</b>	2 pts. each	_____
<b>Participated in Inter-Club Visit</b> (joint meeting or speaker-evaluator exchange)	1 pt. each	_____
<b>Written and Verbal Evals for CL projects</b> (must give both for credit)	½ pt. each	_____
<b>High Performance Leadership</b>		
HPL Guidance Committee Member	3 pts. each	_____
HPL Project Leader	3 pts. each	_____
		_____
		<b>TOTAL</b>