

How to get your Competent Leader award

For many Toastmasters the CL manual is a bit of a mystery and often overlooked by members who see Toastmasters as a 'Speaking' club. However, this is a valuable part of the Toastmasters experience and as you, as a member, will be taking on the roles in each meeting from time to time there is an opportunity to combine this with some excellent learning and to achieve an award which is internationally recognised. Gaining the CL qualification also helps the club to boost its profile within toastmasters by contributing to the annual Distinguished Club Programme.

So, where to start? The first thing is to determine where you are at present and of course if you haven't started this is pretty simple – or so you would think. The CL manual consists of ten projects, each covering a different aspect of leadership. Within each project there are a number of roles and the manual asks you to approach each of these within the context of that particular leadership quality. The important thing to note here is that not all projects require you to perform all of the roles in order to complete them. The chart below shows the roles within each project and the requirements.

	All 3	Any 2	All 3	Any 1+*	Any 3	1 from list	Any 2	Any 2+*	1	2 or *
Table Topics speaker										
Grammarians										
Speech Evaluator										
General Evaluator										
Timekeeper				*						
Toastmaster										
Speaker										
Table Topics Master										
Meet and Greet										
Help organise/assist list A										
Membership (Campaign/Contest) PR Campaign Chair								*		
Chairman/Editor List A										*
Mentor										
HPL committee										
List A										
Speech contest										
Special Event										
Membership Campaign										
PR Campaign										
Newsletter										
Website										

If you have already started the CL manual then take a moment to mark off the roles you have completed. It might be a good idea to double check that these have been recorded on the d71.org website as well. You can see your CL progress chart at <http://d71.org/memberchart.php?chart=6> (inform your VPE if there are any discrepancies).

OK so now you can see what is required and you know how much is already completed; what's needed now is a plan. For those who have not started yet I have suggested a way of achieving the CL award which allows you to complete the entire CL manual within a single year – less if you really want to.

