

District Success Plan

Team Composition

Name the members of the District's core team.*

DD Ian Pickens

PQD Jeff Zhang

CGD Tom Bielski

PRM Monica Malaga

FM Wendy Farrow

AM Maree Pickens

IPDD Gavin Hyslop

Name the members of the District's extended team.*

Central Division Ben Tian

Eastern Division Darren Law

Northern Division Dipak Saha

Southern Division Milvert Ling

Values

Toastmasters International's core values are integrity, dedication to excellence, service to the member, and respect for the individual. These are values worthy of a great organization and should be incorporated as anchor points in every decision made within the organization. Toastmasters' core values provide a means of guiding and evaluating the organization's operations, planning, and vision for the future.

What are the District's core values?*

Integrity Be honest, generous with time, and humble, to leadership and the membership.

Respect - all interactions with people shall be done in a way that respects them as individuals

Service to the member. Use the tools of a district leader to encourage, assist, and support all members.

Dedication to excellence - permit and support the District to be as grand and successful as it can be Strive for better.

Honesty - admit and share your limitations. Nothing hidden open book policy

Attendance Be present, be in the moment, be available.

Team Operating Principles

What principles does the team hold? (These principles might include trust, safe learning, collaboration, etc.)*

Honest Communications between Trio cascading down to the full team.

Authority granted to perform each role

Respect opinions and experience in decision making and communication

Consider innovative communication mediums. Support implementation for time and work saving platforms

Organise the calendar plan and communicate early to team and extended membership as necessary.

Include all members in outcome based decision making

Delegation - delegate the responsibility not just the task. Delegate the what and the when, not the how

and explain the why.

Potential Obstacles

What obstacles will the team have to consider when strategizing? (These might include conflicting personal commitments, distance, unresolved conflict, etc.)*

Absence due to work or other commitments

Insufficient time to complete tasks

Understanding or lack thereof TI requirements

Health restrictions

Meeting Protocol

In general, how will the team process tasks? (For example, consider how often to meet or call, what the team's meeting practices will be, etc.)*

Respect others opinions and role based decisions

Positive and robust discussion

DCM X 2, DEC X4, DMM X 9,

F2F Trio catch ups as required every other week

Team Interactions and Behavioral Norms

How will decisions be made?*

All District level decisions to be made by the Trio with the Trio engaging the the Core Team and then Extended Team unless an urgent decision is needed and that the decision is not a District wide decision.

Discussion type decisions should be made F2F or via Zoom where possible.

Innovation - encourage and support the team and members trying to do things differently. Doing the same thing will not allow us to grow, either personally, as a team or a District

Collaboration - all team members to work together to achieve the best outcome.

Inclusion - include all team members in development of ideas and decision making.

What will be the team's method of communication? Determine the team's first preference, second preference, and so on.

The team will use the following methods of communication for the purposes as noted:

Phone calls - for emergencies, urgent issues or resolving complicated situations.

Whats App - for specific group discussions and raising issues.

Email

Zoom

F2F

What will the communication parameters be? Parameters might include whether the team communicates by phone or email, whether the team sets up a weekly conference call, or how often team members can expect to communicate.

Fortnightly zoom calls with Trio, for immediate communications by phone call or via whats app discussion.

Respond to email communications in a timely way. Follow up with text or phone if team members haven't responded to email.

How will the team resolve differences of opinion?

Team discussion, listen for understanding, discuss impacts on person and/or team and work through to a resolution.

Be open to others and create a plan moving forward

How will the team support one another?

Find out what challenges and share experiences

Understand others and be open to discuss our limitations and areas of development

How will the team ensure equitable participation when completing activities?

Ensure we delegate roles correctly, discuss with team the delegation and keep track of the activities. If there is an imbalance address it diplomatically and reassign tasks.

How will team members be held accountable for their responsibilities?

Every team member shall be accountable for something that they have committed to do.

Failure to meet commitments should be a learning experience, openly acknowledged and constructive feedback provided.

How will the core team and extended teams be recognized for their efforts?

Recognition during COTS, Club meetings, DMM

Personal phone calls

Membership Payments Growth

Situation Analysis

What is the current situation in the District? How many members did the District add last year? Does the District have special challenges? (One situation might be that membership payments usually arrive close to deadline making it necessary to hurry to meet goals.)*

District suffered a loss of membership and clubs last year.

Member retention and engagement is a focus this year.

Club sustainability to be worked on. In the first month of the year 2 clubs have announced their intention to close.

1 New clubs are currently being managed to charter by CGD

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as creating a contest promoting early submission of dues.)*

The district has been successful in filling most leadership roles only 2 Area Directors required meaning the communication of the message and support of clubs will be more efficient.

Promotion of the DCP and the value to members. This education will be delivered at Area Director visits and will

encourage potential club leaders train clubs to success in the future.

SMAC Emerging leaders interactive training is again on the consideration board. Worked in the past being

assessed to meet current opportunities

Action 1

Gain new members for existing clubs, using the range of initiatives

Action 2

Maximise new members through new clubs, using the range of initiatives

Action 3

Limit membership losses, either full loss or dual/multiple cutting down

Action 4

Action 5

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include Area and Division governors and gift certificates to the Toastmasters store.) *

Past District Governors, Past District Directors, previous Division, and Area Directors along with long term members will be all offered opportunities to render assistance and lead teams

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

District Director responsible for overall management and success of District with support from:

PQD responsibility for Training of Executive and members.

CGD Responsible for membership growth and retention Plus building or chartering new clubs

Division Directors (4) manage 4 Area directors each, encourage distinguished division and area goals and success

Area Directors (16) Manage President's (4 each) promoting training contests and distinguished club status.

Action 1*

Ongoing with metrics to be established

Action 2*

Ongoing with metrics to be established

Action 3

Ongoing with metrics to be established

Action 4

Ongoing with metrics to be established

Action 5

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

All DCP tasks have commenced 01 July

DOT and COT first round almost completed with 73% of eligible members trained. Plans are in place to finalise District Officer Training before end September

All special knowledge training workshops will be held in 2024. PQD and TLI TG will retain a matrix of planned and completed workshops

Action 1*

Details the timetable for the various assignment, that form part of each action, and the metrics for tracking each assignment..

Action 2*

Ongoing with metrics to be established

Action 3

Ongoing with metrics to be established

Action 4

Ongoing with metrics to be established

Action 5

Club Growth

Situational Analysis

What is the current situation in the District? How many clubs did the District add last year? Does the District have special challenges? (One situation might be that members in the District don't know how to generate interest in new clubs.)*

The district started the previous year with 68 paid clubs and finished with 63, with only 53 clubs in good standing.

Of the 10 active clubs not in good standing, three have declared their intention to dissolve.

One of the major challenges facing club growth is the lack of interest (time, energy) from experienced members in sponsoring a new clubs.

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as appointing a club extension chair to pursue leads and scheduling demonstration meetings.)*

Supplement Club Officer Training with ongoing support to struggling clubs to help them improve the delivery of their educational program and develop a viable marketing strategy.

Grow emerging leaders so that in future years there will be enough leaders to sustain strong club growth.

Action 1

Provide support to current club leaders to run clubs more effectively

Action 2

Provide support to clubs to support the growth and emergence of new leaders to promote district growth

Action 3

Encourage members to seek new opportunities in club growth

Action 4

Ensure district leaders are supportive and responsive to new growth opportunities

Action 5

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include a club extension committee, a demonstration team, and infokits@toastmasters.org.)*

The District Executive Committee is still not complete, but all members are dedicated to district success. The District budget has allowances to support club growth.

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

With the limited resources available, the Club Growth Director will be looking to engage more members to support club growth and strengthening current clubs.

Action 1*

Club Growth Director

Action 2*

Club Growth Director

Action 3

Club Growth Director

Action 4

Club Growth Director

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

All actions will begin currently, with goals tracked throughout and completed by the end of the year

Action 1*

All actions will begin currently, with goals tracked throughout and completed by the end of the year

Action 2*

All actions will begin currently, with goals tracked throughout and completed by the end of the year

Action 3

All actions will begin currently, with goals tracked throughout and completed by the end of the year

Action 4

All actions will begin currently, with goals tracked throughout and completed by the end of the year

Action 5

Distinguished Clubs

Situation Analysis

What is the current situation in the District? What percent of District clubs are typically Distinguished? Do members understand how to achieve success? Does the District have special challenges? (One situation might be that members in the District don't know how to achieve success.)*

Overall, the District has not met any goals in the last three years with significant declines in membership, club numbers and club achievements. While the declines reflect the overall experience of Toastmasters International (TI) with the impact of COVID, etc., the declines seen in the District are significantly higher than the overall declines that TI has seen.

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as training all Area and Division governors on the Distinguished Club Program.)*

The overall strategy is to stabilise the District, in terms of the number of lost and struggling clubs, moving to build a stable base for the future growth of the District. A stable base will involve the majority of clubs being in a reasonably healthy position and the District having sufficient people resources, who have the necessary training and District support, to be able to grow additional community clubs and corporate clubs within the Perth metropolitan area, as well as having a similar resources and support for regional WA for club growth in those areas.

In the 2022/23 year, there were 14 Distinguished clubs in the District which shows that individual clubs are still working towards being Distinguished. Club goals, in most part, aren't the problem, it's mainly

membership numbers which are keeping clubs from being distinguished. With TI changing the net membership growth requirement from 5 members to 3 members, and a more positive outlook generally, it seems achievable to have 22 clubs reach Distinguished.

The major strategic focus will be to continue to educate clubs and members about the Distinguished Club Program and how it works in conjunction with the membership numbers.

Achieving this Goal would be a necessary part of the District achieving Distinguished District status for the year.

Increasing membership numbers is the key to all aspects of being a successful District, as it impacts on the number of paid clubs, creating new clubs, clubs achieving Distinguished status, and the District having suitable resources to be able to provide the best level of service to clubs and members.

Action 1*

Include info on DCP requirements in Club Officer Training

Action 2*

Communicate to Division Directors and ask Area Directors to source Club Success Plans from clubs at their visits.

Action 3

Area Directors to review progress towards Club Success Plan at second visit

Action 4

Action 5

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include Area and Division governors and the Distinguished Club Program and Club Success Plan (Item 1111).)*

PQD

Division Directors

Area Directors

COT Sessions

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

responsible person is put in the action 1/2/3.

Action 1*

Schedule sessions on the Distinguished Club Success Plan, and membership building. (PQD)

Action 2*

Communication to Division Directors and Area Directors at DMM and DECM. (PQD)

Action 3
Encourage clubs to complete their Club Success Plans and monitor progress towards it. (Area Directors)

Action 4

Action 5

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

Timetable is provided below in action 1/2/3.

The metrics are as follows for action 1/2/3:

Monitor sessions scheduled.

Measure attendance.

Monitor DvD and AD attendance at DECM.

Monitor completed Club Visit Reports during Round 1 for available Club Success Plans.

Review difference between Round 1 and Round 2.

Action 1*

Commence June 25 at 1st COT

Action 2*

DCM Sept 2023

Action 3

Request plans in Round 1 visit Aug->Nov, 2023 Review at Round 2 visit (Jan->May 2024)

Action 4

Action 5

Additional Goals

Development of ongoing teams using the experience of the past will benefit the district with continuity of documentation and processes. There is a tendency to appoint on an as needs basis. Our district needs a continuous flow of experience in areas of expertise. Not handed over at the end of the year without advocates but continued developed and enhanced.

Situational Analysis

What is the current situation in the District? Do members understand how to achieve success? Does the District have special challenges? (One situation might be that Areas and Divisions have reached their maximum capacity causing service to the members to suffer and limiting leadership opportunities.)*

The District has been declining in member numbers and club numbers. The first approach is to stop the loss, steady the members, and grow from a solid base

Training and support for potential future Trio and early identification has been commenced this year.

Strategy

What actions will the District take? What has worked in the past? What has not? What new programs or incentives could the District implement? How will the District promote existing programs? How have other Districts been successful? What could the District do to stretch this goal? (The strategy might include actions, such as *assigning an alignment committee to determine best options for realignment and collaborating with the nomination committee to identify leadership opportunities.*)*

Strategy and marketing plan is due for completion end September 2023. CGD and PRM working on the initial proposal.

Action 1*

On going application to developing plan

Action 2*

On going application to developing plan

Action 3

On going application to developing plan

Action 4

Action 5

Resources

What people, equipment, meeting places, and money does the District have at its disposal? What committee could work toward the goal? Are any members interested in heading projects toward leadership goals? How much money has been budgeted for achieving this goal? (Resources might include past District directors, Area and Division director, the District website, and a nomination committee.)*

Our membership numbers have been diminishing it appears only the long term past leaders and a small group of will ing supporters remain as a constant. New members tend to move on quickly. The budget has offered money for external marketing, new club development and member satisfaction rewards and recognition for this year.

Assignments

Who is in charge of each action? Who is on each team? What are each team member's specific responsibilities?*

Direct responsibility PQD, CGD, DvD and AD will be proportioned active roles and opportunities to lead. Teams are in development stage which are hoped to be an ongoing building and developing team

Action 1*

On going application to developing plan

Action 2*

On going application to developing plan

Action 3

Action 4

Action 5

Timetable

When will each action item begin? When will each action item be complete? How will progress be tracked?*

Each item will commence with completion of the preceding task. Priority will be placed on items that effect member and club quality.

Most of the actions are tracked in Toastmaster International dashboard activity. Facilitators will also track progress

Action 1*

On going application to developing plan

Action 2*

On going application to developing plan

Action 3

Action 4

Action 5