

Session 4: Conduct Quality Speech Contests

Division and Area Director Training

Participant Workbook





TOASTMASTERS INTERNATIONAL
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Missions, Values, and Promises

Toastmasters International Mission

We empower individuals to become more effective communicators and leaders.

District Mission

We build new clubs and support all clubs in achieving excellence.

Club Mission

We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Toastmasters International Core Values

Integrity

We match our actions with our words, demonstrate honesty and trustworthiness, communicate with sincerity and thoughtfulness, have the courage to acknowledge our mistakes, and always strive to do the right thing.

Service

We strive to provide high-value, exceptional support by being responsive, attentive, and passionate in fulfilling our duties as individuals and as an organization to all.

Respect

We treat all with dignity, welcome diverse perspectives, acknowledge all contributions, believe that all have positive intent, practice mutual accountability, and critique but never demean.

Excellence

We consistently strive to meet or exceed expectations by upholding the Toastmasters Promise, nurturing a collaborative environment, innovating to deliver creative solutions, and optimizing quality to produce superior service.

A Toastmaster's Promise

As a member of Toastmasters International and my club, I promise:

- ▶ To attend club meetings regularly
- ▶ To prepare all of my projects to the best of my ability, basing them on the Toastmasters education program
- ▶ To prepare for and fulfill meeting assignments
- ▶ To provide fellow members with helpful, constructive evaluations
- ▶ To help the club maintain the positive, friendly environment necessary for all members to learn and grow
- ▶ To serve my club as an officer when called upon to do so
- ▶ To treat my fellow club members and our guests with respect and courtesy
- ▶ To bring guests to club meetings so they can see the benefits Toastmasters membership offers
- ▶ To adhere to the guidelines and rules for all Toastmasters education and recognition programs
- ▶ To act within Toastmasters' core values of integrity, respect, service, and excellence during the conduct of all Toastmasters activities

Toastmasters International Envisioned Future

Toastmasters is a thriving and diverse global community. We enhance the personal lives and careers of individuals, enabling them to positively impact their communities. We empower people to develop communication and leadership skills through a welcoming, high-quality, experiential learning environment, resulting in greater self-confidence and personal growth.

Session 4:

Conduct Quality Speech Contests

Area Directors oversee Area speech contests, and Division Directors oversee Division speech contests. In order to ensure that these are quality speech contests, you gain a greater understanding of the contest process, rules, and resources. The role that you play in speech contests depends on your District. In this session, you learn how to find answers about contests using the *Speech Contest Rulebook* and discover other resources.

Overview

In this session, the following topics are presented:

- ▶ Types and benefits of speech contests
- ▶ Speech contest preparation
- ▶ Speech contest rules

Objectives

After completing this session, you will be able to do the following:

- ▶ State the types of speech contests officially recognized by Toastmasters International
- ▶ Explain how speech contests benefit contestants, the audience, and those who help conduct the contests
- ▶ Prepare a speech contest with their teams
- ▶ Solve speech contest challenges and answer questions using the *Speech Contest Rulebook*

Duration

- ▶ One hour and 15 minutes

Types and Benefits of Speech Contests

What types of speech contests are officially recognized by Toastmasters?

What are the benefits of speech contests?

Why is it important for Division and Area Directors to have a thorough understanding of how speech contests work and where to find answers?

Speech Contest Preparation

Which type of contest must a District hold?

How many additional contests may a District hold?

What makes for a quality speech contest?

As District leaders, what can Division and Area Directors do to help prepare successful speech contests?

Checklist Game

Notes:

Speech Contest Judges

What is a common reason that speech contest issues arise at lower levels of competition?

Who chooses contest judges and prepares them for their role?

What should a chief judge do to prepare contest judges for their role?

Speech Contest Rules

What resources are available when speech contest questions arise?

What are the categories of rules in the *Speech Contest Rulebook*?

Email Scenarios

Email Scenario 1

Imagine that you were the recipient of the following email.

Dear Division Director,

During a Division-level contest, the counters collected the ballots from the judges and proceeded to the counting room. One of the judges realized he made a mistake on his ballot. He wrote the second-place contestant's name incorrectly. He also forgot to sign his ballot. He left the contest room, found the counters, and wanted to correct his ballot sheet.

Questions:

- Is it correct to discard this ballot sheet because it was not signed when it was collected? Or, is a judge allowed to sign the ballot sheet after it has been collected?
- Should the ballot be discarded because the second-place contestant's name was spelled incorrectly?
- Since only the second place contestant's name was wrong, can points still be given to the first- and third-place contestants on the ballot?
- Could a judge be allowed to change anything after the ballots have been collected by the counters?

Sincerely,

Pat

Compose a reply.

Email Scenario 2

Imagine that you were the recipient of the following email.

Dear Area Director,

I saw a speech this morning that was almost a word-for-word story that is posted on the Internet. Of the seven-minute speech, five minutes were the story, including the conclusion portion of the speech.

The gentleman won. Protest rules read as follows:

7. Protests and Disqualifications

- A. Protests concerning eligibility and originality are limited to judges and contestants. Any protest shall be lodged with the chief judge and/or contest chair prior to the announcement of the winner and alternate(s).
- B. Before a contestant can be disqualified on the basis of originality, the contestant must be given an opportunity to respond to the judges. A majority of the judges must concur in the decision to disqualify.
- C. The contest chair can disqualify a contestant on the basis of eligibility.
- D. All decisions of the judges and qualifying judges are final.

While there is a guideline for the specific contest, which took place at the Area level, what about this individual moving forward? Can he be disqualified because his speech was not original?

With great concern,

Chris

Compose a reply.

Email Scenario 3

Imagine that you were the recipient of the following email.

Dear Division Director,

What I am about to say is said without prejudice; I had never met or heard of our Division's International Speech Contest winner until I competed against him last Saturday.

After the contest, someone told me the winner was not the average Toastmaster "amateur." I subsequently found his website and learned that he is a professional speaker. He is a member of a professional speakers' association, has his own website, sells his own CDs and books, and charges \$5000 for keynote speeches!

In short, the other six "amateurs" were competing with a professional, someone who makes a living from inspirational speeches and entertainment. The other contestants stood about as much chance of winning as I would if I played tennis against a professional tennis player.

Certainly, the experience of competing, in itself, is of great value, but I think a level playing field is needed for fairness. I believe this matter should be addressed.

Loren

Compose a reply.

Evaluation

What level of knowledge of the topic did you have prior to this session?

Beginner Intermediate Advanced

Indicate to what degree you agree with the following statements about this session.

Overall, I was satisfied with the session.

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree

I will use the content to strengthen my Division and Area .

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree

Materials provided by the speaker were well-done and supported learning.

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree

The learning objectives were met.

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree

Will you implement at least one idea from this session in the next 30 days?

Yes No

Write your comments about the session:

Indicate to what degree you agree that the facilitator demonstrated the following.

Solid knowledge of the subject matter

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree

Excellent presentation skills

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree



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