# Candidate
## Application

*These materials are confidential. District Leadership Committee (DLC), upon completion of voting, submit all forms to the committee chair to destroy after the final report has been distributed to the District Director.*

If you are a candidate for a District leader position, please complete the form below and submit it to your District Director or DLC chair. The qualifications found on this form are stated in the **District Administrative Bylaws** of the Toastmasters governing documents. Keep in mind that any candidate who does not meet these qualifications cannot be considered for office.

Candidate name _____ Member number _____

District office position_____

## Section I: All Candidates

☐ **Candidate is a member in good standing of a club in good standing**.

☐ At the time of taking office, the candidate must have been a member for twelve consecutive months within the past three years, in the District in which the officer shall serve. If the candidate's club is newly assigned to a District, the individual's membership eligibility to serve as a District officer is valid in the new District.

☐ Candidate has completed and submitted the **District Leader Agreement and Release Statement**.

☐ Candidate has submitted their photograph and biography information.

## Section II: Volunteer Service History

Following are the minimum qualifications for each District leader position that a candidate must meet at the time of taking office. For verification, please attach a print out from the Achievement Board>Offices Held section of your online account for the DLC. Additionally, all District leaders should be evaluated by role for their **competencies**.

## Requirements for Office:

### District Director

☐ Six consecutive months served as Club President

Club Name _____ Year Served _____

**And**

☐ Twelve consecutive months as a Club Growth Director in the District in which the officer shall serve:

Year Served _____

### Club Growth Director

☐ Six consecutive months served as Club President

Club Name _____ Year Served _____

**And** twelve consecutive months as one of the following in the District in which the officer shall serve:

☐ Club Growth Director
Year Served _____

☐ Program Quality Director
Year Served _____

☐ Division Director or Area Director
Year Served _____

☐ Combination of elective District officer roles
Number of terms in each position and year(s) served
_____

### Program Quality Director

☐ Six consecutive months served as Club President

Club Name _____ Year Served _____

**And** twelve consecutive months as one of the following in the District in which the officer shall serve:

☐ Club Growth Director
Year Served _____

☐ Program Quality Director
Year Served _____

☐ Division Director or Area Director
Year Served _____

☐ Combination of Program Quality Director or Club Growth Director
Number of terms in each position and year(s) served
_____

### Division Director

☐ Six consecutive months served as District Council member

Club Name _____ Year Served _____

## Additional Roles

The following positions may not apply to your particular District and leadership committee, depending on whether your District appoints or elects the following positions.

### Area Director

☐ To the degree practicable, Area Directors shall have served as a member of the District Council in the District in which they shall serve.

Club Name _____ Year Served _____

### Administration Manager

☐ Experience in and core understanding of administration and policy

☐ Computer knowledge

### Finance Manager

☐ Experience in and core understanding of accounting and bookkeeping practices

☐ Computer knowledge

### Public Relations Manager

☐ Experience in and core understanding of public relations

☐ Computer knowledge

## Other District Support Roles and Requirements

While your District may have additional support roles, they are not required by Toastmasters International. Therefore, fulfilling these roles does not earn credit toward any education awards or Distinguished programs. As such, it is at the discretion of the District to appoint individuals to these roles and to determine the criteria for eligibility. Some of these roles are, but are not limited to District webmaster, member of the District marketing team, and conference chair.

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