

## Area Governor

The area governor provides support and assistance to each club so that it may achieve the club mission and fulfill its responsibilities to club members. Insofar as practicable, an area governor must have served as a member of a district council. An area governor is eligible for reelection or reappointment for one succeeding term only.

### Responsibilities:

- Serve as a member of the executive committee and district council.
- Uphold the bylaws and policies of Toastmasters International and the district administrative bylaws, following them to the best of his or her ability.
- Serve under the direction of the district governor and receive guidance from the lieutenant governor education and training, lieutenant governor marketing and the public relations officer.
- Report regularly to the division governor on area progress.
- Serve as chairman of the area council.
- Participate in area governor training provided by the district.

### Standards:

- Focus on membership growth and educational achievements in clubs so the area can achieve a minimum recognition of Distinguished Area.
- Motivate and assist each club in the area to become a Distinguished Club.
- Make at least two club visits:
  - Assess club membership and willingness to grow.
  - Assess who will achieve educational achievements and when these will be completed.
  - Evaluate “must-do results” and quality expected of a club.
  - Complete the Area Report of Club Visit form, give a copy to the club president and mail a copy to the district governor by the deadline on the form, or submit the information online at the Toastmasters International Web site, [www.toastmasters.org](http://www.toastmasters.org).
- Make a presentation during the club visit on one or more of the following topics:
  - Distinguished Club Program.
  - Communication and leadership tracks.

- Membership growth and development.
- Ensure that each club understands the service roles of area governor and the district.
- Contact club presidents monthly about:
  - Distinguished Club Program performance.
  - Follow-up on items identified during previous visit or contact.
  - District training or other district events.
- Promote Growth
  - Ensure no net club loss occurs in the area.
  - Assist the division governor in building at least one new club within the area or division.
- Hold at least two area council meetings each year and have the following topics on the agenda:
  - Discuss each club's plans and goals in the Distinguished Club Program and needs for district/area assistance.
  - Review attendance at club officer training.
  - Discuss plans for inter-club events (e.g., training, time and place of area speech contests).
- Participate in district training for area governors, executive committee meetings, district conferences and district council meetings.
- Prepare his or her successor to assume office, completing the steps necessary for an orderly transfer of office by June 30.

