

Toastmasters International
Competent Leader Manual Project Matrix

Role	Project									
	Listening and Leadership	Critical Thinking	Giving Feedback	Time Management	Planning and Implementation	Organizing and Delegating	Developing Your Facilitation Skills	Motivating People	Mentoring	Team Building
	1	2	3	4	5	6	7	8	9	10
Speaker				X	X					
Speech Evaluator	X	X	X					X		
Timer				X						
Grammarian	X	X	X	X						
Ah-Counter	X									
Table Topics Speaker	X									
Table Topicsmaster				X	X		X			
General Evaluator		X	X		X		X	X		X
Toastmaster				X	X		X	X		X
Help to Organize a Club Speech Contest						X				
Chair a Club Speech Contest										X
Help Organize a Club Special Event						X				
Chair a Club Special Event										X
Help Organize a Public Relations Campaign						X				
Chair a Public Relations Campaign								X		X
Help Organize a Club Membership Campaign or Contest						X				
Chair a Club Membership Campaign or Contest								X		X
Help Produce the Club Newsletter						X				
Assist the Club Webmaster						X				
Serve as Club Newsletter Editor or Club Webmaster										X
Befriend a Guest at a Club Meeting							X			
Mentor for a New Member									X	
Mentor for an Experienced Member									X	
Guidance Committee Member for HPLP									X	
Number of Assignments per Project	3	2	3	2*	3	1	2	3**	1	2***

* Must serve as Timer plus one other designated role

** One of the positions must be a Chair

*** Both Toastmaster and General Evaluator or one of the other roles