

Labor Toastmasters



ORATOR

Volume 2, Issue 5 March April 2006

A bi-monthly newsletter Liz Villanueva, Editor

www.toastmasters.org

THE ORATOR

Welcome to the fifth issue of the new year of the Labor Toastmasters newsletter, **The Orator**, winner of the 2005 Golden Quill Award. Bi-monthly we'll share the latest in club events and meetings. We will spotlight members, as well as share tips on effective public speaking.

MESSAGE FROM OUR PRESIDENT

"Spring forward, fall back" – Many of us rely on that handy little saying to guide us as we adjust our clocks for Daylight Savings Time. It can also be used as a way to approach life. You can choose to "spring forward" by facing challenges and new experiences head on. Assess the situation, take a deep breath, and dive right in. By constantly working to move forward, you build both your courage and your confidence. When you work consistently on developing your skills, you will find that you have just what you need to "fall back" on when things get rocky.

Toastmasters is a great way to overcome your fears, develop your speaking and leadership abilities, and expand your confidence. The club setting provides a safe place for you to build the skills you need to "Spring forward and fall back" in life!

Toastmasters Mission Statement:

To provide a mutually supportive and positive learning environment in which every member has the opportunity to develop communication and leadership skills, which in turn foster self-confidence and personal growth.

WELCOME ABOARD, NEW MEMBERS!

We welcome two new club members:

Josephine Koh

Merrilee Mason

Half-Way Mug Award



We congratulate Maria Mayrand, Labor Toastmasters' Club Secretary, who has completed the first five speech assignments in the Communication & Leadership Manual. By reaching the 50% milestone, she earned the Half-Way Mug.

"Toastmasters has helped me improve my speaking skills at my own pace in a very supportive environment. The people I have met here are great and very helpful in providing guidance for developing a speech. Each speech focuses on adding new skills to those already learned making it a progressive process."

Competent Toastmaster Award



We congratulate Liz Villanueva, Vice President of Public Relations, for completing her tenth speech in the Communication and Leadership Manual. Now that Liz has earned her Competent Toastmaster (CTM) award, she is already working on an advanced award.

INTERNATIONAL AND TABLE TOPICS CONTESTS

Springtime means contest time for Toastmasters members. The Table Topics contest tests Toastmasters' ability to think – and speak – on their feet. The International Speech Contest begins at the club level and progresses until the best speakers from clubs worldwide meet and compete for the championship at the International Convention.

The Labor Toastmasters club held the Spring contests on March 15, 2006. The event was a resounding success. Quite a number of guests came out to see the show, and many commented about how much they enjoyed it.

The club's contest winners, **Rashawn Morine** for the International Speech Contest, and **Woody Gonsalves** for Table Topics Contest, had the honor of representing Labor Toastmasters at the area contest on March 28th.

The area contest was hosted by Labor Toastmasters, with **Wayne Lee**, Immediate Past President, acting as Contest Chair. More than 50 people attended the event and applauded contestants from six local clubs. Both Woody and Rashawn represented the club admirably, and our club brought home the bronze (third place) in the International Speech contest.



Winner of the club's International Speech Contest Rashawn Morine, CTM and Club President.



Winner of the club's Table Topics Contest, Woody Gonsalves, Sergeant at Arms

Labor Toastmasters would like thank every one who supported the contests. We extend an extra special thanks to **Josephine Koh** for taking on a role so soon after becoming a club member, **Charles Hill** for competing on behalf of our club while on detail from Washington D.C., and to **Pamela Hamai** for taking on a contest role even though she hasn't joined the club.



Rashawn Morine with her International Speech Contest trophy

SPRING DIVISION E CONTEST APRIL 27, 2006

The competition continues to heat up when the winners of the Area contest go on to compete at the Division level on Thursday, April 27, 2006. The event will be held at True Sunshine Episcopal Church at 1430 Mason Street in San Francisco. The contest begins at 6:30 and registration is \$10. If you would like to attend, please contact Matthew Gavlak at mgavlak@california.net. This contest is a great opportunity to watch other great speakers in action!

WHY DID YOU JOIN TOASTMASTERS?

Josephine Koh: "I want to have a lot of fun while building skills to become a confident speaker. After observing a few Toastmasters meetings I felt sure that joining Toastmasters would change my life."

TEAM WORK

Did you know that we have a club website? Yes, it is true!

We need your ideas and help to expand the website to include more links, pictures, and news. No experience is needed. We learn by doing and sharing. Please contact Liz, our VP of Public Relations, for more information or if you would like to join the team.

LONG ROAD TO SUCCESS

Over the last few years, I have become increasingly aware of my inability to answer questions in meetings. For instance, if I were giving a presentation or training session and someone asked a question on an unrelated topic, I would make noises like my old car—spitting and sputtering. Or, worse, my mind would go blank and I would freeze up like an ice cream bar. So, when I joined Toastmasters, one of my goals was to work on my impromptu speaking skills. Table Topics provides the perfect venue for improving “off the cuff” speaking ability. It’s the part of the regular meeting where a member is asked a question (without knowing beforehand what it will be) and gives a one or two minute answer. No preparation time!?

Unknown topic!? Will I know anything about the topic? What will I say? How can I possibly speak for a whole minute? My hands get clammy just thinking about it.

After a number of failed attempts at trying to improve this ability by regularly volunteering to speak at this part of the meeting, I became discouraged. I would still freeze up or crash. So I decided to take drastic action—I would volunteer for Table Topics at every single Toastmasters meeting that I attended. Well, guess what? I still stink at it, but I’m determined to stay on my path toward improvement, and I think I’m actually getting better. At least my hands don’t get clammy any more. And I remain convinced that some day all this practice will pay off. I will reach the end of this road, and I will be a better impromptu speaker.

By Kathryn Dougherty, CTM

JUNIOR ACHIEVEMENT

The San Francisco Bay Area Federal Executive Board, in partnership with the Junior Achievement of the Bay Area, sought volunteers to participate in a "Done in a Day" program at the Bella Vista School in Oakland. Several of our Toastmaster members took on the challenge and participated in this day long Junior Achievement event.

Maria Mayrand and **Liz Villanueva** taught 4th graders about regional resources. **Joyce Jones** and **Rashawn Morine** taught 2nd and 3rd graders about city planning and financial responsibility. All four club members were able to put their public speaking and leadership skills to great use for a worthwhile endeavor.

THE ART OF DELEGATION

Does the phrase “too much to do and too little time to do it” sound familiar? Perhaps it’s become your daily mantra. Delegating may be the solution you need.

Delegating isn’t just about assigning tasks to others. When we delegate we enable several key things to happen that strengthen us as leaders. Delegating ensures work gets done and outcomes are achieved. It is an essential part of developing future leaders and building new skills within a team. Delegating allows groups to become powerful, successful teams because we access the unique skills and resources each person brings to the group. And delegating actually helps avoid burnouts.

Once you get the hang of it and start doing it consistently, is a fool-proof strategy for success.

Have a Plan - Identify a list of responsibilities that need to be delegated vs. responsibilities that need to be retained. Be specific about what needs to get done.

Identify Delegates –Consider opportunities for development, individual strengths/weaknesses and interest areas. Match responsibilities with individuals as much as possible.

Communicate Clearly – Clear communication about what needs to get done and why is imperative to successful delegation. Take a few extra moments to ensure understanding.

Follow-Up –It is critical that you check on progress and find out if your delegates need additional assistance or resources. When you delegate you must allocate authority so others are empowered to fully manage projects and decision-making.

Recognize –Always take time to recognize a team or individual when a milestone for a project is met. Supporting each other fosters an environment of encouragement and motivation. When someone does a great job be sure to offer a heartfelt “thank you.”

Delegating just takes patience and practice. Once you start delegating, be consistent. Start using these strategies today for long-term success!

From the www.Toastmasters.org website District Newsletter

**LABOR TOASTMASTERS OFFICERS
JULY 2005 TO JUNE 2006**

Feel free to contact us if you have any questions about the club.

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WHAT IS TOASTMASTERS?

Toastmasters is an international non-profit organization dedicated to helping you overcome your fear of public speaking. You will learn by presenting prepared speeches in a supportive environment, giving impromptu speeches, offering and receiving constructive criticism, and acquiring self-confidence and leadership skills.

JOIN THE CLUB

It's very simple to join. For \$57.55 you get a handsome speech manual, a leadership manual, guides on the use of voice, gestures, and feedback, and a subscription to Toastmasters Magazine. The price also includes 6 months dues. You can renew your membership every 6 months after that for only \$36.00. Ask your supervisor about getting reimbursed. Toastmasters is supported by may employer, including the Department of Labor, as low cost, practical training in communication and leadership.

SCHEDULE OF MEETINGS

We meet on the first and third Wednesdays of the month:

11:30 A.M. – 12:30 P.M.
Room 1730 unless otherwise noted

April 5 and April 19, 2006
May 3 and May 17, 2006
June 7 and June 21, 2006

MEMBERSHIP ROSTER

Peter Berzins, OWCP
Neville D'Cunha, OWCP
Kathryn Dougherty, OASAM
Norma Estrada, OIG
Woody Gonsalves, ESA
Rodney Hamlet, ETA
Sabrina Hernandez
Joyce Jones, OWCP
Josephine Koh, WELLS FARGO
Thomas Leahy, EBSA
Wayne Lee, BLS
Tony Ling, OWCP
Merrilee Mason, DOD
Brad Mayberry, OWCP
Maria Mayrand, OWCP
Pat Morgan, OWCP
Rashawn Morine, OWCP
Kelly Nguyen, WB
Anthony Parber, BLS
Amisha Patel, OWCP
David Polonsky, OWCP
Eduardo A. Ramirez, EBSA
Roxane Staller, OWCP
Tammy Vance, OASAM
Liz Villanueva, OWCP
Karen Wilsey, BLS
Carol Wilson, BLS

Thank you all for your participation and support!!



District 4 Toastmasters Spring Conference is
Saturday, May 20
Make it Happen!!!

8:00 AM - 5:30 PM

Radisson Hotel
1085 E. El Camino Real
(between Wolfe Rd. and Lawrence Expwy.)

Sunnyvale

For more information, log onto www.d4tm.org

Several Labor Toastmaster members plan to attend so if you would like to join Liz and company, please contact Liz