**Toastmasters District Leadership Roles**

**District 91 – UK South**

**District Director**

As the District Director, you are responsible for directly overseeing and managing the district’s day-to-day operations, finances, and human resources. Fortunately, you have a team of district leaders to help you fulfil these responsibilities. You must empower your district leadership team to work together toward the district mission, while supporting each one in his or her development as a leader.

**Program Quality Director**

As the Program Quality Director, you are responsible for all aspects of education and training within the district. This includes supporting quality club programming efforts, promoting the Distinguished Club Program, and planning and executing the district conference.

**Club Growth Director**

As the Club Growth Director, you are responsible for all aspects of marketing, club-building, and member- and club-retention efforts within the district. This includes defining an overall marketing strategy for the district, developing outreach and retention efforts with existing community and corporate clubs, and penetrating new markets. Additionally, the Club Growth Director supports challenged clubs and helps them to become Distinguished.

**Public Relations Manager**

As the Public Relations Manager, you are responsible for coordinating publicity efforts in the district. By establishing and maintaining lines of communication between the district and its members, as well as between the district and the public, you work to increase awareness of Toastmasters through all available media.

**Administration Manager**

As the Administration Manager, you are responsible for maintaining the historical records of the district, recording and distributing meeting minutes, and otherwise maintaining accurate, timely records of district business.

**Finance Manager**

As the Finance Manager, you are tasked with the fiscal oversight and management of the district. The Finance Manager works closely with the District Director and lieutenant governors to ensure that the district is making cost-effective decisions—within policy—that result in effective fiscal management.

**Division Director**

As Division Director, your job is to lead and support the division through the supervision and support of the Area Directors. One of your primary goals as Division Director is to ensure that each club achieves its mission and fulfils its responsibilities to its members. To achieve this, you coordinate division activities, set division goals, and assist in the training of area and club leaders.

**Area Director**

As Area Director, you serve as the direct liaison between the district and the clubs. The District Administrative Bylaws provide for the selection of Area Directors either by appointment by the District Director or by election by the area councils. Toastmasters International recommends that District Directors appoint Area Directors. Area Directors conduct club visits twice a year within their respective areas to understand and support club needs. In turn, these visits help district leaders understand how to support and meet the needs of each club. It is important that Area Directors have the support they need to serve clubs. The success of the district depends on it.

**Immediate Past District Governor**

The Immediate Past District Governor provides counsel and guidance to district leaders and plans, directs, and organizes projects and committees as requested by the District Director. One of the major responsibilities of this role is to ensure the incoming District Director receives all pertinent district documents prior to June 30.

Other responsibilities include serving as a member of the district executive committee and district council, upholding the bylaws and policies of Toastmasters International, encouraging dedicated members to accept leadership positions, and helping the district achieve Distinguished recognition.