

EFFECTIVE COACHING PATH CHECKLIST

NAME: _____

NOTES: 1. R = Required 2. Electives (Levels 3-5) are listed in alphabetical order in each Level.
3. Pathways projects can be done outside your Home Club. See process at the top of Page 3.

	Level 1 Mastering Fundamentals (3 Required Projects)	Date	Title	Evaluator
R	Ice Breaker			
	Speech (4 – 6 min)			
R	Writing A Speech With Purpose			
	Speech (5 – 7 min)			
R	Introduction To Vocal Variety and Body Language			
	Speech (5 – 7 min)			
R	Evaluation And Feedback			
	First Speech (5 – 7 min)			
	Second Speech (5 – 7 min) (Incorporate Feedback from First Speech)			
	Speech Evaluator			

	Level 2 Learning Your Style (3 Required Projects)	Date	Title	Evaluator
R	Understanding Your Leadership Style			
	Speech (5 – 7 min)			
R	Understanding Your Communication Style			
	Speech (5 – 7 min)			
R	Introduction To Toastmasters Mentoring			
	Speech (5 – 7 min)			

Attention! After Level 3, to go on with Level 4, you must have served as:	Date	Notes
Toastmaster Of The Meeting		
Table Topics Master		
Speaker Evaluator		

	Level 3 Increasing Knowledge (1 Required Project + 2 Elective Projects)	Date	Title	Evaluator
R	Reaching Consensus (2 options) 1. In-Club 20 min session + 2 – 3 min close 2. Non-Club 20 min session + Club Speech (5–7 min)			
	Level 3 (Elective Projects - Choose 2)			
	Active Listening			
	Table Topics Master			
	Connect With Storytelling			
	Speech (5 – 7 min)			
	Connect with Your Audience			
	Speech (5 – 7 min)			
	Creating Effective Visual Aids			
	Speech with visual aids (5 – 7 min)			
	Deliver Social Speeches			
	Social Speech 1 (3 – 4 min)			
	Social Speech 2 (3 – 4 min)			
	Effective Body Language			
	Speech (5 – 7 min)			
	Focus On The Positive			
	Speech (5–7 min) or Report (2–3 min)			
	Inspire Your Audience			
	Speech (5 – 7 min)			
	Know Your Sense Of Humour			
	Speech (5 – 7 min)			
	Make Connections Through Networking			
	Speech (5 – 7 min)			
	Prepare For An Interview			
	Role-Play-Interview (5 – 7 min)			
	Researching And Presenting			
	Speech (5 – 7 min)			
	Understanding Vocal Variety			
	Speech (5 – 7 min)			
	Using Descriptive Language			
	Speech (5 – 7 min)			
	Using Presentation Software			
	Speech with slides (5 – 7 min)			

Now you can add the Project “Prepare to Mentor” if you want to join Pathways Mentor Program

	Meeting with your VP Education to discuss your readiness to mentor			
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NOTE 3. To complete a project outside of your home Club or outside of Toastmasters, you need to have prior approval of your Vice President, Education. Go to the Paths and Learning page in Base Camp and click on the "..." at the top right of this page and select "Add External Training". The process is explained in this video: https://www.youtube.com/watch?v=H9H8BBkH_aM

	Level 4 Building Skills (1 Required Project + 1 Elective Project)	Date	Title	Evaluator
R	Improvement Through Positive Coaching			
	Coaching Plan with VP Education			
	Speech (5 – 7 min)			
	Level 4 (Elective Projects – Choose 1)			
	Building A Social Media Presence			
	Speech (5 – 7 min)			
	Create A Podcast			
	Speech with Podcast (5 – 10 min) (plus 2 – 3 min Introduction Speech)			
	Manage Online Meetings			
	Planning and conducting an online Meeting or Webinar (20 – 25 min) (Evaluator must attend!)			
	Manage Projects Successfully			
	Speech 1 (2 – 3 min, Presenting Plan)			
	Speech 2 (5 – 7 min)			
	Managing A Difficult Audience			
	Role Play Assignment Resource			
	Speech (5 – 7 min) including audience disruptions (Total time 12 – 15 min)			
	Public Relations Strategies			
	Speech (5 – 7 min)			
	Question-And-Answer Session			
	Speech with Question-and-Answer Session (15 – 20 min)			
	Write A Compelling Blog			
	Speech (2 – 3 Minutes)			

Now you can add the Project "Mentoring" when you joined Pathways Mentor Program (Level 3)				
	Mentor Evaluation Resource			
	Speech (5 – 7 min)			

	Level 5: Demonstrating Expertise (2 Required Projects + 1 Elective Project)	Date	Title	Evaluator
R	High Performance Leadership			
	360° Evaluation Resource			
	Speech 1 (5 – 7 min)			
	Speech 2 (5 – 7 min)			
	Level 5 (Elective Projects: Choose 1)			
	Ethical Leadership			
	Panel Discussion (20 – 40 min) followed by a Question-and-Answer Session			
	Leading In Your Volunteer Organization			
	360° Evaluation Resource			
	Speech (5 – 7 min)			
	Lessons Learned			
	360° Evaluation Resource			
	Speech (5 – 7 min)			
	Moderate A Panel Discussion			
	Panel Discussion (20 – 40 min)			
	Prepare To Speak Professionally			
	Speech keynote style (18 – 22 min)			

	Path Completion (1 Required Project)	Date	Title	Evaluator
	After Level 5 is completed, request Level 5 completion approval from a Base Camp Manager. When approved, a "Path Completion" section opens up with one required project, the "Reflect on Your Path" speech. When completed, request path approval from a Base Camp Manager.			
R	Reflect On Your Path			
	Speech (10 – 12 min)			

Now you can add the project "Advanced Mentoring" if you joined the Pathways Mentoring Program (Level 3 + Level 4)				
	Mentor Evaluation			
	Speech (5 – 7 min)			