

# Speech Contests

January 11, 2020

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# Learning Objectives

- ▶ Upon completion of this class, participants will be able to:
  - ▶ Identify the types of contests sanctioned by Toastmasters International
  - ▶ Understand the various contest levels
  - ▶ Find helpful contest resources
  - ▶ Organize a speech contest
  - ▶ Participate as a judge or other contest official

# Contest Types

- ▶ Evaluation
- ▶ Table Topics
- ▶ Tall Tales
- ▶ Humorous
- ▶ International

# Contest Levels

- ▶ Club
- ▶ Area
- ▶ Division
- ▶ District
- ▶ International

# Key Contest Roles

- ▶ Presiding Officer
- ▶ Contest Chair
- ▶ Sergeant(s) at Arms
- ▶ Toastmaster(s)
- ▶ Chief Judge
  - ▶ Judges, Timers, Vote Counters
- ▶ Raffle Master
- ▶ Venue/Food Chair
- ▶ Registration

# The Contest Chair

- ▶ Conducts the orchestra ...



# Key Contest Tasks

- ▶ Establish Committee/Sub Committees
  - ▶ Volunteers (SAAs, TMs, others)
  - ▶ Budget
  - ▶ Date/Venue
  - ▶ Publicity (print flyer, program)
  - ▶ Setup/Cleanup/Food
    - ▶ Supplies, lectern, flag, audio system
  - ▶ Raffle Prizes
  - ▶ Registration
- ▶ Chief Judge—Judges, Timers, Vote Counters

# Key Contest Tasks

- ▶ Budget - Revenue
  - ▶ Registration fee (excluding contestants)
  - ▶ Raffle/Opportunity income
    - ▶ Standard, 50/50, Silent Auction
- ▶ Budget – Expense
  - ▶ Venue
  - ▶ Food
  - ▶ Prizes/Supplies
  
- ▶ GOAL = BREAK EVEN



# Key Contest Tasks

## ▶ Date/Venue

- ▶ Select dates that do not conflict with other contests or Toastmaster events
- ▶ Select a venue that is conveniently located, ample parking, appropriate size

## ▶ Liability Insurance -

<https://www.toastmasters.org/Leadership-Central/General-Finance/Liability-Insurance>

# Key Contest Tasks

## ▶ Publicity

- ▶ D115tm.org
- ▶ Facebook, Twitter, Meetup
- ▶ Email D115 Clubs, D115 Leadership
- ▶ PSAs (TV & Radio)
- ▶ Local/Community Bulletin Boards
- ▶ Visit Clubs and TM events

# Key Contest Tasks

- ▶ Setup/Cleanup/Food
  - ▶ Leave it like you found it.
  - ▶ Food
    - ▶ Breakfast, lunch, snacks
  - ▶ Donations – We are a 501(c)3, non-profit organization

- ▶ IRS Letter-

<https://www.toastmasters.org/~media/486531FD17DD449BBEC21C2E5B8E3143.ashx>

# Key Contest Tasks

## ▶ Raffle Prizes

- ▶ Solicit clubs for donations
  - ▶ Each club donates a prize to the Area and the Division
- ▶ Standard, 50/50, Silent Auction
- ▶ Donations – We are a 501(c)3, non-profit organization

## ▶ IRS Letter-

<https://www.toastmasters.org/~media/486531FD17DD449BBEC21C2E5B8E3143.ashx>

# Key Contest Tasks

## ▶ Registration

- ▶ Register and pay online in advance

  - ▶ Eventbrite.com, ConstantContact.com

- ▶ In-person Sign-in, Payment

  - ▶ Organize by club, Area, Division

- ▶ Photo Release

  - ▶ <https://www.toastmasters.org/resources/photo-release-form>

# Contest Flow

- ▶ Briefings Prior to Starting...
  - ▶ Chief Judge
    - ▶ Judges, Timers, Vote Counters
  - ▶ Toastmaster
    - ▶ Contestants

# Contest Flow

- ▶ Sergeant At Arms
  - ▶ Call to order
  - ▶ Leads pledge of allegiance
  - ▶ Makes announcements
    - ▶ Restroom, cell phones, photographs
  - ▶ Introduces presiding officer

# Contest Flow

- ▶ Presiding Officer
  - ▶ Welcomes attendees
  - ▶ Acknowledges dignitaries
  - ▶ Makes additional announcements
  - ▶ Introduces Toastmaster
  
- ▶ Award presentations at the end of the contest



# Contest Flow

- ▶ Toastmaster
  - ▶ Opening remarks
  - ▶ Ask Chief Judge if officials have been briefed
  - ▶ Announces speaking order
  - ▶ Introduces contestants
    - ▶ [Name]--[Title]--[Title]--[Name]
  - ▶ Maintains silence where appropriate
  - ▶ Interviews contestants at the end of the contest

# Summary

A successful contest requires:

- Planning (start early)
  - Establish a committee and a budget
  - Select the date/venue
  - Publicize and promote the event
  - Solicit donations (food and raffle prizes)
  - Work with the Chief Judge to recruit volunteers
  - Have fun!
- <https://d115tm.org/contests/>

Toastmasters Leadership Institute  
January 11, 2020

Volunteer

Be a

Judge

*A Judging Workshop*

*Phyllis Tribby, DTM, PDG*

# Three Purposes of Speech Contests

1. Provide an opportunity to practice competitive speaking
2. Provide interesting educational programs for members and the public
3. Provide an opportunity to learn by observing proficient speakers

# Judge's Eligibility

- Member in good standing
- Member for 6 months
- Given 6 speeches from Competent Communication Manual or completed Level 2 in Pathways
- Cannot judge if still competing
- Not be a member of any club with contestant

# Judges have an obligation to:

- Contestants
- Toastmasters International
- Audience
- Themselves

Use Integrity at all times!

# Judging vs. Evaluating

**Judging** = selecting a winner

**Evaluating** = appraisal and advice

***Judges' decisions are confidential!***

# Good Judges Are ...

- Accurate
- Fair
- Trustworthy
- Knowledgeable
- Good listeners



# Barriers to Objectivity

- Speaker position
- Champion for the underdog
- Halo effect
- Reverse halo effect
- Second time around
- Not the norm
- Prejudices and personal preferences

**Know the Rules!**

***Prevent  
Misconceptions***

# The Judge's Guide

- Take notes
- Use suggested points
- Pick winners' order
  - (Break your own ties)
- Pluses and minuses

# Forms

Judge's Certification

International Contest Ballot

Judging Criteria

# Timing

Done by timers not judges

30 seconds plus or minus

Checked by Chief Judge

Time Disqualification announced  
before winners

# Ballot Counting

3 Ballot Counters

Ballot must signed

Ballot must name 3 contestants

When there is a Tie.....

# Tie Breaker Ballot

Ranks all Contestants

Used only when a tie

Higher ranking receives contested place

# Reasons for Disqualification

Eligibility

Originality – 25%

Timing



# Protests

Who can lodge protests

When – before announcement of winner

Procedure

Contestant response

Decision of judges final and confidential

# Notification of Winner

After results tabulated and verified, the Chief Judge records the ranking of all contestants on “Notification of Contest Winner” form.

# What if.....

Additional resources

Frequently asked questions

Your Questions

Volunteer! Be a Judge

Use Integrity to choose the contest winner!

<https://d115tm.org/contests/>

# Additional Resources

## Speech Contest

[www.toastmasters.org/speechcontestFAQ](http://www.toastmasters.org/speechcontestFAQ)

[www.toastmasters.org/SpeechContestEligibility](http://www.toastmasters.org/SpeechContestEligibility)

[www.toastmasters.org/SpeechContestRoles](http://www.toastmasters.org/SpeechContestRoles)

[www.toastmasters.org/ContestDay](http://www.toastmasters.org/ContestDay)

[www.toastmasters.org/worldchamps](http://www.toastmasters.org/worldchamps)

## Judging Speech Contests

Session 1 – The Contest and Roles

Session 2 – When You're a Judge

Session 3 – Judge's Guide & Ballot

Phyllis Tribby, DTM, PDG

# Additional Resources

Useful stuff found at <https://d115tm.org/contests/>

- \*Speech Contest Rulebook
- \*Guide for the Contest Chair
- \*Guide and forms for the Chief Judge, Timers, Counters, Contestants
- \*Guide for the Contest Toastmaster
- \*Protocol List/Instructions

And at toastmasters.org:

<https://www.toastmasters.org/leadership-central/speech-contests>

IRS Letter-

<https://www.toastmasters.org/~media/486531FD17DD449BBEC21C2E5B8E3143.ashx>

Liability Insurance - <https://www.toastmasters.org/Leadership-Central/General-Finance/Liability-Insurance>

Photo Release- <https://www.toastmasters.org/resources/photo-release-form>



# Questions?

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