**Club Onboarding Checklist**District 3 Toastmasters

* Club resources and information (Phone Numbers, Emails)
  + [Explain club officer roles](https://www.toastmasters.org/leadership-central/club-officer-tools/club-officer-roles)
* [A Toastmaster’s Promise](https://aztoastmasters.org/about/a-toastmasters-promise/) (set expectations)
* New Member Induction Ceremony (official welcome to the club)
* [New Member Profile Sheet](https://www.toastmasters.org/resources/new-member-profile-sheet) (understand member’s goals)
* Meeting Roles
  + [A Toastmaster Wears Many Hats, ITEM# 1167D](https://www.toastmasters.org/resources/a-toastmaster-wears-many-hats)
  + [The Navigator](https://www.toastmasters.org/the-navigator)
* Discuss how to sign up for roles
* Mentoring Program (intro club’s mentor program, assign mentor)
* [Pathways Getting Starting Videos](https://www.youtube.com/c/toastmasters/search?query=basecamp)
* Pathways: Choose a Path ([Paths and Core Competencies](https://www.toastmasters.org/resources/paths-and-core-competencies))
* [Overview of Distinguished Club Program](https://www.toastmasters.org/resources/distinguished-club-program-and-club-success-plan-english) (understand club goals)
* [List of acronyms/glossary](https://aztoastmasters.org/wp-content/uploads/list-of-acronyms.pdf)
* [International Service Chart](https://www.toastmasters.org/resources/toastmasters-international-service-chart) (understand org structure for support)
* Complete Ice Breaker Speech
* Complete Pathways Level 1
* Walk through the following websites:

**Toastmaster’s Websites:**

**Toastmaster International Website:** <www.toastmasters.org>

**District 3 (Arizona) Website:**  [https://aztoastmasters.org/](%20https://aztoastmasters.org/) (esp resources & event calendar)

**DCP Goal Reports:** <https://dashboards.toastmasters.org/>

**Facebook Pages:**

**Toastmaster International:** <https://www.facebook.com/groups/ToastmastersInternationalMembers/>

**District 3 (Arizona):** <https://www.facebook.com/groups/151430084948754/>

**Youtube:**

**Toastmaster International:** <https://www.youtube.com/user/Toastmasters>

**District 3 (Arizona):** <https://www.youtube.com/channel/UCRqzsUSpcwIFNciHqVGW4oQ>