

VET MADE EASY

Use a Toastmasters Project to deliver an educational on a VET subject



15-40 minutes

Objectives of Role:

- Deliver a training session (educational) covering a subject of interest to VET (TAE) trainers
- Utilise a project from a Toastmasters manual to assist you in developing a structure for the session

Why does this role exist?

- To assist those members who want to better understand the Vocational Education and Training industry
- Offer an appropriate learning & speaking opportunity to those members who are completing their Certificate IV Training and Assessment

Process

1. Refer to the subjects and reference materials provided by the VPE to determine the training subject, or suggest your own topic.
2. Refer to your Toastmasters manuals to determine a structure and set of objectives that are suitable for the delivery of the training session.
3. If you are delivering a presentation for your Certificate IV Training and Assessment, provide the relevant authenticity documentation and advise the VPE of the evidence process you are required to complete. If unsure, discuss with the VPE.

How does this role connect with the Toastmasters Program?

CC: Project 7: Research your topic (can potentially be used for any of projects 2-10)

AC:

- Speaking to Inform: any project in this manual would likely be suitable
- Technical Presentations: any project in this manual would likely be suitable
- Speeches by Management: Project 1: The Briefing OR Project 2: The Technical Speech
- The Professional Speaker: Project 4: The Professional Seminar
- Communicating on Television: Project 5: Training on Television (if you film it)
- Facilitating Discussion: Project 1: The Panel Moderator (depending on the session structure)

Which projects in our Club Training Manual does this role connect to?

Depending on the session, this role can fit with any of the five projects in our manual.

Are there any resources available in the club that might assist you to complete this role?

- Books (p6-8)
- Quick Response Whiteboards (p25)
- Write 'n Toss Trio (p26)
- Dry-erase Spin-It Prize Wheel (p27)

Special thanks to Oksana for co-authoring this entry