

TOASTMASTERS INTERNATIONAL INTRODUCES:



# High Performance Leadership

A new program that puts leadership  
into the Communication and  
Leadership Program!

TOASTMASTERS  
INTERNATIONAL



- One Coordinator's Guide
- 12 Overhead Transparencies
- 10 Participant Notebooks
- One Coordinator's Certificate
- 10 Participant Certificates
- 10 Leadership Handouts

Additional copies or replacement copies of specific items (except overhead transparencies) are available through the Toastmasters International Supply Catalog.

Presentation Time: 2 1/2 hours

Catalog No. 255 - **Leadership Part I** - \$38.00



### **Leadership Part II**

This educational package helps participants develop important leadership skills. Includes:

- One Coordinator's Guide
- 13 Overhead Transparencies
- 10 Participant Notebooks
- One Coordinator's Certificate

- 10 Participant Certificates
- 10 Leadership Handouts

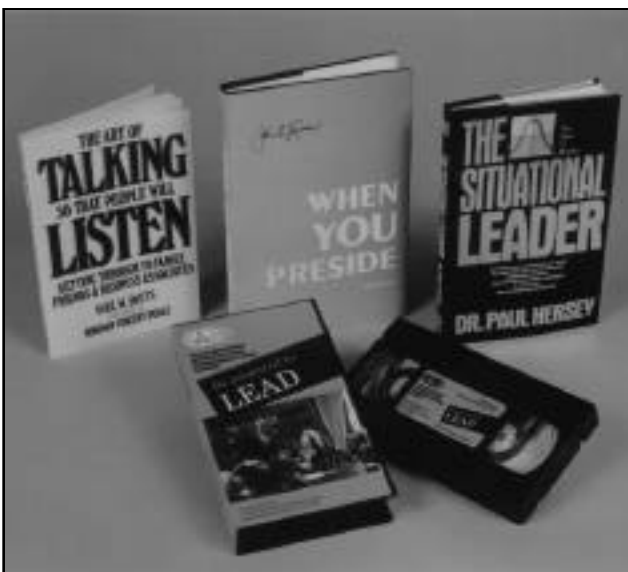
Additional copies or replacement copies of specific items (except overhead transparencies) are available through the Toastmasters International Supply Catalog.

Presentation Time: 2 1/2 hours

Catalog No. 256 - **Leadership Part II** - \$38.00

## **BOOKS & VIDEO**

A variety of books and videos available:



### **The Situational Leader**

*By Dr. Paul Hersey*

If you're a manager, supervisor, parent – or in some way involved with the difficult and delicate task of influencing others – this book will help you effectively:

- Develop the skills required when leading people
- Diagnose the competency and commitment of others
- Differentiate influence styles
- Select appropriate leadership behaviors
- Increase your influence potential
- Grow and develop followers
- Solve performance problems

As a Situational Leader, you will assess the performance of others, then take the responsibility for making things happen!

Catalog No. 258-B - **The Situational Leader** (hardback) - \$13.50

## The Art Of Talking So People Will Listen

By Paul W. Sweets

Talking comes naturally...but getting people to *listen* is an art. This easy-to-read guide provides you with practical, proven strategies for mastering the art of effective, persuasive communication – the skill most essential to your leadership development and success. As you work towards achieving each communication goal, you will:

- Discover what causes communication barriers between people – and what you can do to tear them down
- Win the attention and cooperation of friends and business associates.
- Effectively present yourself in social situations.
- Experience success in reaching your personal and professional goals.

Catalog No. 64-B - **The Art Of Talking So People Will Listen** (paperback) - \$8.95

## When You Preside

By John D. Lawson

*When You Preside* acquaints the reader with:

- The People – a four-chapter discussion on how individual uniqueness operates in groups;
- The Techniques – offers eight processes, each designed for specific occasion and goal;
- The Formalities – discusses a wide variety of functions that will involve group leaders, from

committee meetings and symposiums to parliamentary proceedings.

As you continue to preside, you'll be rewarded with the comfortable feeling of knowing more about the people in your Club or organization, techniques that will turn them on and get them involved, and formalities that help make the decisions and achieve the goals that make for a successful year.

Catalog No. 79-B - **When You Preside** (fifth edition, hardback) - \$18.95

## Be Prepared to Lead

Produced by Toastmasters International and Kantola Productions

No one personality type, management style or single skill can guarantee leadership success. Every successful leader represents a unique blend of abilities, values and personality. But all successful leaders share one essential trait: They understand and know how to use their potential. In this 27-minute video you'll learn how to identify your own leadership style, adapt that style to meet changing situations, recognize and develop the traits of a leader, encourage vision and communication, and build the trust of your team members. Be ready to step forward and meet the challenge!

Catalog No. 212-V (VHS) - **Be Prepared to Lead** - \$49.95

Catalog No. 212-B (Beta) - **Be Prepared to Lead** - \$49.95

Catalog No. 212-P (PAL) - **Be Prepared to Lead** - \$49.95

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