

Becoming a Confident Library Spokesperson

May 18, 2015

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Toastmasters Club

What you say is important ...

How you say it is memorable

Part 1: What to say

- speech & elevator pitch

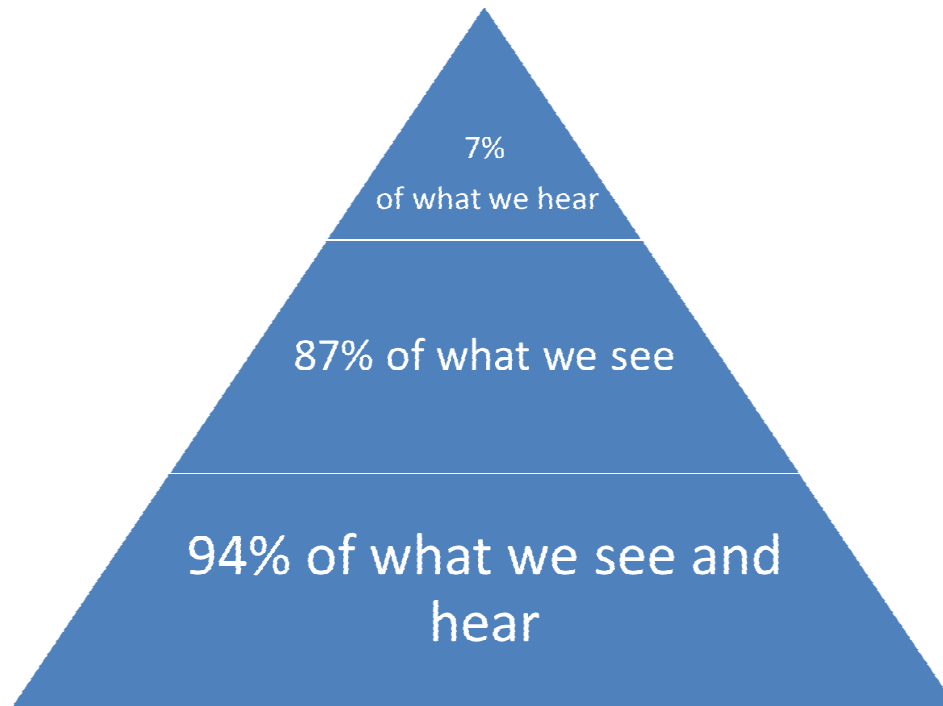
Part 2: How to say it

- gestures, tone, movement

Part 3: How to speak confidently

- reduce the jitters

We remember:



What to say:

Consider the following to make an impact and an emotional connection

- 1
- 2
- 3

Notes:

What to say – elevator pitch:

Keep in mind the previous points and include

1

2

3

4

Elevator Pitch:

How to say it:

Be aware of the following items when presenting

1

2

3

4

5

Action:

How to speak confidently:

Reduce the jitters, butterflies, & nervousness

1

2

3

Notes:

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President, ABC Toastmasters, Manchester NH - June 2013-Present (member since 2010)
Professional Sales Representative for over 20 years

In High School, I read through my speeches so fast I could have been an auctioneer. In college, I learned how to give a speech and used those skills to give training workshops and sales presentations once I entered the workforce.

I joined Toastmasters International because I wanted to have a greater impact on my audience. Through this organization, I have gained the confidence to offer workshops to others who are also interested in making an impact through their speaking.

Thank you for your time and participation in this workshop. If you have questions or comments, please contact me at cpoltack@gmail.com.

Resources I highly recommend:

How to Be an Outstanding Speaker by John L. Dutton

Toastmasters International www.toastmastersinternational.com