



TOASTMASTERS INTERNATIONAL, OMAN (Oman Gavel clubs)

GAVELIER OF THE DAY



Gavelier of the Day or (GAOD)

Gavelier of the day is in charge of the meeting. He is also the Master of ceremonies and host. The agenda has been set for the day by the VP Education and the participants notified. In some clubs the meeting schedule is prepared by the GAOD in co-ordination with VP-Education. The Gavelier of the Day's (GAOD) duties start by confirming and coordinating with the role players about their availability for the role. If a role player is not available, the GAOD has to coordinate with the VP Education to find a replacement. At the session, the GAOD controls the meeting flow and keeps the meeting on time. He introduces all the role players. If it is a theme meeting he finalizes the theme for the meeting. He can select any relevant topic as the theme. Collect some details such as class, hobbies etc about all the role players which he can use to introduce

Procedure:

- Good morning / afternoon/ evening Gaveliers and guests
- Welcome to Gavel club. Session No.....
- The theme for the day is “ Success “ . Speak for 2 to 3 minutes about “ success”
- Now let me introduce the role players
- Let me start with the time keeper. Give some introduction about the role player (His class, hobbies etc). To explain the timing rules, please welcome Gavelier.....
- Introduce wordmaster, grammarian, AH counter & General evaluator
- Call the Evaluator to explain project objectives



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- Call the speaker with speech title to speak.
- Call all the Evaluators & Speakers
- Ask for timers report
- Ask for voting
- Call the next role player such as Table topic master, Joke mater etc
- Call the General evaluator to conduct the Evaluation session



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