

Student Meeting Roles – Tasks During the Meeting:

1. Sergeant at Arms
 - a. Announce the start of the club meeting;
 - b. Meeting etiquette and policy
2. Presiding Officer
 - a. Greet the members
 - b. Conduct a greeting exercise and exchanging thoughts on a topic, typically about the meeting theme
 - c. Call the inspirator, and
 - d. Pass the meeting to the host of the day
3. Host of the Day
 - a. Conduct the main part of the meeting as the host
 - b. Explain the meeting structure
 - c. Introduce the meeting helpers
 - d. Introduce the prepared speakers
 - e. Call the Impromptu Master to conduct the impromptu speech segment
 - f. Call the General Evaluator to conduct the evaluation segment
 - g. Pass the meeting back to the presiding officer to adjourn the meeting
4. Impromptu Master
 - a. Explain the impromptu speech segment
 - b. Announce topics and call on members to give impromptu speeches
5. Prepared Speaker
 - a. Give a prepared speech or lecture
6. Speech Evaluator
 - a. Give a formal speech evaluation
7. Timer
 - a. Keep track of the time and give a report when called upon
8. Ah-Counter
 - a. Record filler words and give a report when called upon
9. Grammarian
 - a. Record exceptional use of language, grammar errors, and use of the word of a day, and give a report when called upon
10. Inspirator
 - a. Give a quote and explain why it is inspirational