



# Salute to the Theme

**Time allocation: 7-8 minutes**

The **Salute to the Theme** includes two elements:

- 1) A mini-speech about the meeting theme.
- 2) An opportunity to invite members to introduce themselves.

**You will find the meeting theme on the Roster sent prior to the meeting.** Take any spin on it that you wish- personal, professional, general interest etc.

You have 7-8 minutes allocated for this role on the agenda, allowing about 1 minute initially to share with us your take on the theme in a mini-speech (with an opening, body and conclusion).

Staying with the theme, ask the group a question and give specific directions on what and how you would like to answer to the entire group – for example,

“Members, starting with (Mary), please stand, introduce yourself and tell us in one sentence something you love about your life” or “In 5 words or less share with us one secret to your success” – *or anything that keeps each person short and sweet* and gives the directions of what to do.

Keep an eye on the timer and prompt speakers to speed up or use less words as necessary. This is a leadership role and requires your ability to be present, aware of time and engaged with everyone.

**In an online format, it is often useful to ask everyone to unmute themselves before you begin and call people’s names one by one to create a speaking order.**

Have fun with it! 😊