

## Sunpreet Kaur

### Candidate Biographical Information

#### Education:

Master of Business Administration-California Southern University

Bachelor of Science in Biology, Minor in Chemistry and Psychology-California State University Stanislaus

Toastmasters Education: IP5, DL5, LP1, CL

#### Toastmasters offices held and terms of service:

Area Director F4-July 2021 to June 2022, Daybreakers:Vice President Membership-July 2021 to June 2022, CSA Crusaders Toastmasters: Secretary-July 2021 to June 2022, Winning With Words: Secretary-July 2021 to June 2022, CSA Crusaders Toastmasters:President-July 2020 to June 2021, Daybreakers Club:Vice President Membership-July 2020 to June 2021, Winning with Words:Sergeant At Arms-Aug. 2020 to June 2021, CSA Crusaders Toastmasters:Vice President Membership- Sep. 2019 to Jun 2020, Daybreakers Club:Secretary-July 2019 to Oct. 2019, CSA Crusaders:Vice President Education-July 2019 to Sep. 2019, Daybreakers Club:Sergeant At Arms-Jan. 2019 to June 2019, CSA Crusaders Toastmasters:Vice President Education-Apr. 2019 to June 2019

#### Toastmasters honors and recognition:

Leadership Development 1 (LD1)- January 2022, Dynamic Leadership 5(DL5)-October 2021, Dynamic Leadership 4(DL4)-June 2021, Dynamic Leadership 3(DL3)-May 2021, Dynamic Leadership 2(DL2)-May 2021, Dynamic Leadership 1(DL1)-May 2021, Innovative Planning 5(IP5)-December 2020, Innovative Planning 4(IP4)-October 2020, Innovative Planning 3(IP3)-September 2020, Competent Leader (CL) June 2020, Innovative Planning 2(IP2)-May 2020, Competent Leader (CL)-July 2019, Innovative Planning 1(IP1)-May 2019

#### Relevant work experience and how it relates to Toastmasters and your role as a District leader:

My current position at CSU Stanislaus is STEM Outreach and Internship Coordinator for the Science in Our Community Program in the Office of Service Learning. In my position I work with the University student volunteers known as STEM (Science, Technology, Engineering, & Mathematics) Ambassadors to create STEM activities and programs for K-12 students and the community. Essentially, I work to leading and conduct community education and outreach for STEM education and bring awareness to STEM education so more students would go into the STEM education for further education. This relates to Toastmasters and my role as a District leader because I would be leading in similar setting for Toastmasters. I would be doing outreach for public speaking, communication, and leaderships skills, while bring more awareness to the education gained through Pathways program.

#### What experience do you have in strategic planning?

In my position as STEM Outreach and Internship Coordinator I have worked with my team in the process of creating a strategy, changing the direction, and making decisions on how the resources that we have can be allocated the best. This was especially important when the pandemic occurred, because all our activities and events were performed in person and we had to figure out how and if we can continue to do these activities and events. When we looked at all the resources we had and did research on how

those resources can be used for us to continue are program. This is when we started planning and moved our activities and programs to virtual. We worked out the logistics and able to continue the program.

What experience do you have in the area of finance?

The Science in Our Community all its activities and programs for the K-12 and the community for free. This means that every year the grant that we get has limited budget and we must strategize and plan out exactly how and where the money would be spent. Many times, there are guideline and amount allocated for events or activities or materials, then we have work within those restrains and still create the programs that we do.

What experience do you have in developing procedures?

I worked as the CSU STEM VISTA (Volunteer in Service to America), before my current position. While the position was within the same program and at CSU Stanislaus my current job entails me supervising my previous position of CSU STEM VISTA. Before I left the position, I created a handbook manual that listed all the events and activities that the VISTA would be working on. With that list I included all the steps that were involved, all the people that needed to be contact, and more. This handbook manual included all the possible resources that someone in the CSU STEM VISTA position might need to be aware of and along with that an annual overview of which events and activities occur when the planning process for each should start. I wanted to ensure that before I left the position, I left enough resources for the person coming into my position to have an easier transition and have something to refer to when needed.

What lessons did you learn from previous leadership positions?

There are many lessons that I learned in my pervious leadership positions and some of those lessons includes the importance of teamwork, planning ahead, communication, organization, and more. When you work in the leadership position it is important to have teamwork and to ensure that the team's point of view is being included. With teamwork everyone brings in their own preceptive, ideas, and skills that can ensure that using everyone's strength the organization, program, or Toastmasters would grow more. Along with that teamwork allows for opportunities for a person to learn and grow in the areas that a person is not the expert. Planning ahead is also a key as it ensures that as a leader a person is aware of what is coming ahead and needs to be worked on or planned for. This allows for the leader to ensure that they can keep the team aware, and no surprises come because as a leader you forgot something. In the same way organization is crucial especially if there are multiple projects and deadlines coming a person needs to be able to organize and prioritize according to what is important. The most important aspect in leadership position or even in general is communication, because if you are not able to communicate or get your point across. Also, it can lead to miscommunication, which could lead to incomplete or incorrect tasks done.

Why do you want to serve as a District leader?

When I originally came to be part of Toastmasters, I still remember how intimidated I had felt and it took me some time before I came back as a guest for the second time. Journeying from that point of being intimidated by how well the speakers were and feeling that I cannot do that to now when I have grown and learned so much. I have not only improved in my presentation skill, but also through my leadership opportunities from Toastmasters I have grown in my leadership skills. By taking on the District leadership position I want to be able to share that experience with club members outside of my club and how they gain more and grow through Toastmasters. Along with that this will give me a new challenge or next step in my growth in Toastmasters and I would like to take this chance to grow.

In your opinion, what are the District mission's objectives and how would you work to achieve them?

As Toastmasters over all works to empower individuals into leaders and better communicators, but as a District the leadership team works to provide a better experience for the clubs in it. To support the clubs in the district to grow more and to help as new clubs' form. I would achieve this work by understand the clubs in my division better, understand their dynamics and provide my feedback on what can help build there club even more. See what is really working with one club and see if other clubs can also benefit from that. Provide education and additional training to those that might need it or provide them with resources.

Additional information about yourself:

Something else about me is that English is my third language, I love reading, and always learning.