



[General Evaluator](#)

The General Evaluator evaluates everything that takes place during the club meeting. In addition, the General Evaluator conducts the evaluation portion of the meeting and is responsible for the evaluation team: the speech evaluators, Ah Counter, grammarian and timer. As General Evaluator, you:

- Ensure other evaluators know their tasks and responsibilities.
- Verify each speaker's time and notify the timer.
- Explain the purpose and benefits of evaluations to the group.
- Identify and confirm meeting assignments with the timer, grammarian and Ah-Counter.
- Confirm the club meeting program and/or checklist with the Toastmaster.
- During the meeting, take notes and report on all club proceedings to evaluate things such as timeliness, enthusiasm, preparation, organization, performance of duties, etc.