



# THE LEADER'S JOURNEY

DISCOVERING YOUR  
LEADERSHIP IMPACT

**SPEECH  
PREVIEW**



Ready2Go  
MARKETING SOLUTIONS

# The Leader's Journey

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Discovering Your Leadership Impact

## Speech Package Preview



**Congratulations!** on purchasing your very own Ready2Go Speech.

While we hope that you are using this product in conjunction with the Ready2Go Teleseminar, Workshop, Audio Training Program and Special Report, this product alone is a great tool for growing your business.

When it comes to public speaking, chances are you are in one of two camps - you either love it or you hate it. For those of you that love it, FANTASTIC!!! The Ready2Go Speeches will be a powerful tool to use as part of your marketing strategy.

And for those of you that hate it, no worries!! You are a part of “camp majority”. But the good news is that just by purchasing a Ready2Go Speech, you are making a viable effort toward using speaking to grow your business. If you apply the tips you learn in this Speaking Guide, and combine it with a professionally crafted Ready2Go Speech, you are more than half way home!

You understand that speaking is an important part of growing your business. You can do it without speaking, but you’ll do it faster and easier with speaking. Instead of meeting one person at a time, speaking allows you to meet numerous people at once, who want what you have to offer. Speaking also puts you in the position of the expert. You get to provide value and allow the audience to experience you as a knowledgeable, caring person who can help them solve their problem.

And remember, just like with anything new, it takes practice to get better. The more you practice the better you get. The better you get the more comfortable you become. And the more comfortable you become, the more you enjoy it!

Here’s to your enjoyment and success!

A handwritten signature in black ink that reads "Kim". The letters are fluid and connected, with a long horizontal stroke at the end.

Kim Clausen,  
President  
Ready2Go Marketing Solutions, Inc  
Kim@Ready2GoMarketingSolutions.com

P.S. Please be sure to tell us about your experiences. We are excited to hear!

## What You Get in Your Ready2Go Speech® Program

With the Ready2Go Speech® you get more than 50 pages of:

- Professionally scripted 30 minute speech on highly relevant topics for your target audience. Easily customizable to any audience by adding in your own unique personality, delivery, stories, anecdotes and applications.
- Speech overview to give you a summary of the key points covered
- Speech outline for you to use as your guide when delivering your speech
- Delivery Tips for each specific speech
- Speaking guide which includes
  - Tips on where to find places to speak
  - Instructions on how to land speaking gigs which include
    - Phone script and inquiry letter
  - Marketing documents such as
    - Complimentary consultation sign up form
    - FREE offer sign up form – for your FREE report, eBook, audio, newsletter, etc.
    - Product order form
  - Guidelines on how to adequately prepare for an awesome presentation
  - Suggestions on ways to get the most exposure with your speaking engagement
  - How to secure a complimentary consultation
  - Guidelines for a powerful introduction
- Delivery Tips – tips of the trade from the pros on how to deliver a great speech

# About Ready2Go Marketing Solutions, Inc.<sup>®</sup>

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## About Ready2Go Marketing Solutions, Inc.®

### Ready2Go Marketing Solutions, Inc. – Instant Information Products to Market Your Business

Ready2Go Marketing Solutions, Inc. provides small business owners with turn-key marketing products, so that they can **spend less time marketing and more time growing their business.**

Ready2Go Marketing Solutions, Inc. offers a suite of **plug-n-play marketing solutions such as fully-developed workshops, teleseminars, speeches, audio training programs and special reports.** These tools are ready-made for coaches, consultants, trainers and speakers to customize and brand as their own saving tons of time and effort.

By creating these completely developed products, we've **eliminated the difficult and time-consuming task of content creation, so small businesses don't have to worry about marketing and selling.** Instead they can now put their marketing on auto-pilot and focus on doing the work they truly enjoy.

Our products include everything small businesses need to deliver value added products to their clients and prospects. It's marketing made easy!

## We Have Common Bonds

Like you, we are business owners and coaches who struggled with the lack of marketing materials to grow our own businesses. We were frustrated by the choices, the availability and the accessibility of quality marketing plans and materials that actually work.

So we did something about it. We went out and crafted marketing strategies that are highly effective, boldly innovative and dazzlingly creative.

We have professional marketers, training developers, copywriters, and speech writers who are poised to provide you with the highest quality products and services to grow your business with more than 50 years of training development, speaking and business development experience.

**Our products are professional grade, developed by experts in the industry** and are easy to follow and implement, GUARANTEED.

Plus, if you need that additional support to help you launch your Ready2Go marketing solution, we have trained coaches on staff to assist you.

For further assistance, contact us at [support@ready2gomarketingsolutions.com](mailto:support@ready2gomarketingsolutions.com) or give us a call anytime.

*Ready2Go Marketing Solutions, Inc.® provides small business owners with completely developed, ready to implement marketing solutions to grow their business. We operate under the strongest ethics and quality standards.*

Read This First

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Before you read the Speaking Guide, there is something that we want you to remember first and foremost, and throughout this process –

**There are hundreds, if not thousands, of clubs/associations/organizations in your area who are looking for speakers every day of the week!**

They just need to know you exist. And the only way they are going to know about you is if you tell them!

The people that you will be contacting are tasked with finding speakers for their club or organization. They are charged with booking new speakers, new topics, and new interests for their club day in and day out. When a confident, articulate, cheery person with a **sought after** topic contacts them, it is like a blessing from above. **So remind yourself of this continually through this process.**

Also remember, if you get turned down, don't think of it as being rejected, just think of it as being temporarily turned down! You're just being temporarily postponed. Doesn't that feel better? **It's not about you**, it could be about a lot of things - the timing, membership requirements, experience level, club demographics, their needs at the time - the list goes on and on. But it's not about you! The club may also have certain requirements that you are not yet able to meet. No worries! Just do what you can as soon as you can to meet those requirements so you can contact them again at a later date to schedule your speaking engagement.

And finally, remember that the Ready2Go Speech topics are **relevant and interesting** topics that people want to know and learn more about. You're not trying to convince them to let you come talk about the molecular breakdown of an atom. You are going to talk to them about something that is compelling and interesting! And these speeches are professionally crafted. So with some practice, and your personal touch, you have a fantastic service to offer the person who books speakers for their club!

**Do you believe it?!?!  
Believing it is the first step to your success!  
And here's to your belief!**



# Speaking Guide

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## WHY SHOULD YOU SPEAK?

(page 1 of 14 pages)

Speaking should be considered a foundational part of your overall marketing strategy. If you fear it, loathe it and would rather eat nails, no worries!! Join the rest of the human race!!! But the good news is, there are ways to overcome your fears and dislikes, and over time you **will** grow more comfortable with it – you may even learn to love it! Especially if it's making you money!

### **You get exposure -**

Speaking is a powerful marketing strategy for your business because it increases your exposure. You have the opportunity to get in front of your target market with compelling messages and teachings that position you as the expert.

Ideally you want to be speaking to people who want and need the products and services you provide. Exposure is everything. The more exposure you get with your target market and niche audience, the more successful you will be. And speaking is a foundational strategy to get that exposure.

The audience has an opportunity to connect with you and discover what you do. When you speak, you are seen as a knowledgeable expert who can help them solve their problems and enable them to achieve a specific result or benefit. When you speak to their needs and wants, and provide education and solutions to solve their problems, people connect with you. And when they connect with you they trust you. All long term relationships are built on trust, and speaking is an effective way to begin that trust relationship.

### **It sets the foundation for a long term relationship -**

When a Ready2Go Speech is partnered with other ways for your audience to engage with you, you have the beginnings of a long term relationship. Offer a complimentary follow up session, have them sign up for your electronic newsletter, or give them a download link for a product on your website. Think of creative ways you can capture their contact information by giving them something that is of value such as the Ready2Go Special Report or 6 part Audio Training Program. Once you have their contact information you can start building a relationship with them. And over time, **your audiences will become clients!**

### **You are the expert -**

If you were looking for some help with a specific issue, who would you want to hire? Speakers are generally viewed as subject matter experts. While this certainly varies from speaker to speaker, the very fact that you are in the front of the room distinguishes you from audience members. What a tremendous way to gain "instant" credibility!

You have a captured audience who, before you even begin your talk, is looking to you for insight, guidance, knowledge and direction. As long as you deliver a good talk and develop a connection with the audience, you can position yourself and your products and services as a possible "solution" to their "problem."

(page 1 of 14 pages)

## **Speaking Guide Supporting Documents** *(included in your speech package)*

- Sample Letter to Meeting Planner
- E-Zine Registration Form
- Complimentary Consultation Sign Up Form
- Product and Services Order Form
- Sample Introduction

# Delivery Tips

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## **Delivery Tips for Speakers**

*(page 1 of 5 pages)*

- 1. Get to know the organization you are speaking with**
  - a. Ask questions of the meeting planner
  - b. Research the organization on the web
    - i. Find out their core values
    - ii. Discover their purpose
    - iii. Know who their members are
  
- 2. Prior to the meeting**
  - a. Arrive early enough to check out the room set-up
  - b. Make the room yours by imagining that this is your meeting. You are the hostess to the attendees.
    - i. Stand at the lectern or speakers space and look out over the room to get a sense of the room
    - ii. Make sure you can make eye contact with the people who are sitting the farther away
  - c. Greet and meet the attendees.
    - i. Speak to people as they enter
    - ii. Introduce yourself
    - iii. Ask questions. Remember, people like to talk about themselves
      1. *What do you do?*
      2. *How long have you been a member?*
      3. *What project(s) are you working on?*
      4. *What's your favorite part of belonging to this organization?*
  
- 3. Microphone**
  - a. Test the microphone prior to the meeting!
  - b. If the microphone is connected to the lectern, make sure that it is at the correct height for you. Get familiar with the adjustments. Make sure you lean into the microphone to get the most effectiveness from your voice.
  - c. If the microphone is a hand-held and you are comfortable holding it, practice the sound quality.
  - d. If you are comfortable moving around and plan on doing so, test the microphone for the annoying feedback that interferes with the best of speakers. Find the hot spots in the room if there are any.
  - e. If you have a lapel microphone, try it on ahead of time and make sure that your voice is picked up.
  - f. Remember, if you turn your head, the microphone will not pick up your voice as well.

*(page 1 of 5 pages)*

# Speech Overview, Outline and Script

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# The Leaders' Journey

## Discovering Your Leadership Impact

### SPEECH OVERVIEW

Although countless books, articles, and speakers have attempted to define good leadership, people continue to search for the magic formula that separates great leaders from poor leaders.

During this presentation, the audience will look at 2 of the necessary skills for leadership -- making a positive impact and taking responsibility. Additionally, listeners will learn about the 4 leadership styles and be able to determine which style they most frequently use. They will understand the strengths of their style and the challenges associated with that style.

As they leave the presentation, audience members will walk away with more personal awareness of their leadership skills and styles and be challenged to make the small, incremental changes necessary to grow as a leader.

# The Leader's Journey

## Discovering Your Leadership Impact

### SPEECH OUTLINE

- I. Opening
  - a. 352,795 leadership book
  - b. Search and hope for great leaders
  - c. Challenge to do an inventory of leadership skills & style
- II. Body
  - a. Exercise
    - i. Most influential leader
    - ii. Positive influence
  - b. Responsibility
    - i. No Andy's (excuses)
    - ii. Oops, I Blew It!
  - c. Defining good leadership
  - d. Thoughts on leadership
    - i. Are great leaders born or made?
    - ii. John Kennedy
    - iii. Bob Danzig
  - e. What is leadership?
    - i. What it is not
      - 1. Title
      - 2. Position
    - ii. Verb not a noun
    - iii. Quote: Rosalynn Carter
    - iv. Vision
      - 1. Challenge the audience
      - 2. Did I help anyone/group define and achieve their vision?
  - f. Styles of leadership
    - i. Arranging
    - ii. Assisting



- iii. Analyzing
- iv. Achieving
- g. Activity
  - i. Rate yourself 1-10 on each style
  - ii. Discuss styles
  - iii. Recognize the challenge of each style
- h. Closing
  - i. Question – what to do differently?
  - ii. Positive impact
  - iii. Quote: John Gardner
  - iv. Question – what we all aspire to do
    - 1. Lift people
    - 2. Unite them
  - v. Someone will speak your name

# The Leader's Journey

## Discovering Your Leadership Impact

### SCRIPT

*(This is the partial script. The speech package comes with a full 30 minute script)*

**Thank the introducer:**

**(See notes below for opening ideas)**

*Transition: Pause – look out over the audience and slowly, boldly and clearly say,*

352,795. (Three hundred, fifty two thousand, seven hundred and ninety five)  
Can you believe that 352,795 books about leadership are listed on Amazon?

Amazing isn't it?

And yet, for all the writings and all the thoughts regarding leadership, we as members of our community as well as citizens of our country, seem to be searching and hoping that great leaders will step up to the plate in every arena possible.

And many of us know that the people we serve are looking to us to be the leader that can make a difference.

That's a huge task and one that I can assure you that I can't solve today. But what I can share with you are some ideas about leadership and challenge you to do a quick inventory of your own leadership skills and style.

**Transition**

If I asked each person in this room to tell me the name of a great leader you have known, I'd probably get different responses from each of you.

**EXERCISE:**

In fact, just for fun, turn to the person next to you at the table and share the most influential leader you've ever known.

(Give the group about 30 seconds to do this)

Would anybody care to share? (Take only 3-4 and limit comments)

**(If you omit the exercise, continue with this)**

For some it would be the guy who coached them in little league. For another it might be the person who created a movement for a community or religious cause. And for others it might be a boss or mentor in an organization where they worked – or even someone in this room.

One of the things that we can be sure of is this.

Whomever you described as a great leader had a **positive impact** on your life. And that is the benchmark (measuring stick) that I want you to use as you look at yourself as a leader. And maybe ask yourself these questions of yourself at the end of each day:

What positive impact did I have today  
on the people that crossed my path?  
at my job?  
for the environment (for great leaders are also great stewards)  
for my community?

(Presentation Tip: As you say these, mark them off with your fingers)

This little exercise alone will help you sharpen your leadership skills.

**Transition**

*(this is another section of the speech)*

...So, the two skills of leadership that probably no one would argue with are these:

- Be aware of your influence or impact on others – positive or negative
- Take responsibility

Knowing if someone is a good leader or a poor leader is easily recognizable. Every person in this room has identified a great leader – and I bet you all could even more quickly identify a poor leader.

The challenge then is this: Defining with exactness what makes a good leader.



As stated earlier, that has been subject of countless books, seminars, classes, and web media. Go to the internet and see what you get.

The reason there is so much written about leadership is this:

Most great leaders are constantly looking for ways to improve their leadership skills and understand their leadership style. Great leaders are always aspiring to grow and be better leaders.

Today, I am going to share with you some thoughts on leadership. This is important to each of you because every single day life gives you opportunities to lead regardless of the position or status you hold. And how well you do that is a direct result of your leadership skills.

And the more conscious you are of the skills and habits of a great leader, the more opportunity you have to step up to the plate and make a positive impact...

*(this is the partial script of a 30 minute speech)*