

## Procedures for Use of the WestStar Speakers Bureau

Graduates of WestStar are community and business leaders from across West Tennessee. In addition to the experiences they have had in the leadership roles they have in business, community, and other organizations they have served, they have had the benefit of the WestStar leadership development experience.

Now this experience can be brought to your civic club or any other setting in which the WestStar Speakers Bureau participant and the topic of their presentation would be appropriate. The procedures for accessing a speaker are as follows:

1. Review the list of speakers and their topics.
2. Contact the speaker directly using the contact information provided.
3. WestStar Speakers Bureau participants do not expect to be paid an honorarium for their presentation. If your organization feels strongly about paying an honorarium, our speakers desire that the honorarium be made payable to WestStar and it will be used for the benefit of the WestStar program. This is entirely your option.
4. Paying any expenses for travel is again optional and subject to your agreement with the speaker.
5. After the speech, any comments you may have about how it went may be directed to Virginia Grimes at 731-881-7298 or [vgrimes@utm.edu](mailto:vgrimes@utm.edu).
6. If you have any questions that are not addressed above, please contact Virginia Grimes.