 **MEETING YOUR VOICE Pre-Work**

1. List the things you **like** about your voice.
2. List the things you would like to **change or improve** about your vocal communication:
3. **Write a one minute ‘speech’ explaining the kind of work you do**.   
   Read it aloud before the session and time it to make sure it is approximately one minute.   
   See the next page for an example. If you don’t want to write your own one-minute speech, you can use the example provided or another one you find on the Internet.

**A large room

Description automatically generated**

**One minute example speech expressing the kind of work you do.**

*(You may use this example. However, it will be more rewarding and useful to write your own or find a one-minute speech that you find meaningful.)*

Example:

“Hello. My name is J. Doe-Smith. For the past several years I have run the sales department for Lupin Technologies. We’re based in Portland, Oregon. I have a wonderful team of salespeople who are more like a family to me than work colleagues. All in all, we are a team comprised of 20 sales professionals including 3 full-time admin staff. The company now operates in every state in the Union, with each sales colleague responsible for their allotted state or states.

Lupin provides advanced support to the horticultural industry and our clients range for mom-and-pop garden centers to massive chain stores whose names will be familiar to you.

At Lupin, we have a shared vision of putting people first. How we create our life becomes more meaningful when we are considerate of others. I consider this to be a large part of our work.”