

## ***Harkmaster***

With his usual wit, Mark Twain once said that man has one mouth and two ears and he should use them in the same proportion. Listening is a very important skill, and essential for powerful communications. Unless we understand what the speaker is saying we will not be very effective in our communications.

The role of the Harkmaster is to check how well we have listened during the meeting. When you are the Harkmaster, you will carefully listen to the different speakers and presenters and take note of salient points in their presentations. When the Meeting Toastmaster calls you to do so, you will stand and ask four or five members, preferably members who otherwise have not been part of the meeting, pertinent questions about the points you have noted.