

## Kansas City Regional Association of REALTORS® Volunteer Request Form

KCRAR is looking for individuals who have the time, talent, & commitment to devote to special projects. One of the many benefits of committee involvement is the opportunity to interface with real estate professionals from across the ten county metro area. Thank you for your past & future contributions in helping build a strong REALTOR® community.

Please complete all five sections of the form and email, fax, or mail to KCRAR office by **November 1<sup>st</sup>** in order to be considered for an appointment for next year. Requests received after November 1<sup>st</sup> will be kept on file for opportunities that arise throughout the year.

### Section One – Contact Information

Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### Section Two – Committee/Task Force Interests

Please indicate your interest in serving on a KCRAR Committee or Task Force. **If selecting more than one Committee, please number in the order of preference.**

#### Affiliate Advisory Group

- Reviews KCRAR services to Affiliates
- Make recommendations for improving existing Affiliate programs
- Open to all Affiliate Members
- Meets 1 – 2 times annually

#### Broker Success Series Advisory Group

- Provide input on topics & formats for Broker meetings
- Open to Broker Owners & Broker Managers
- Meets 2 – 3 times annually

#### Bylaws Committee

- Reviews KCRAR Bylaws & makes recommendations for changes as needed to Board of Directors
- Meets 2 times annually

#### Finance Committee

- Insures the financial stability of the Association through regular review of the financial status & investments of the Association
- Make recommendations to Board of Directors on matters that affect the Association financially
- Must have served on a KCRAR Committee to be eligible
- Must submit resume including experience in financial matters or planning to be considered for this appointment
- Meets quarterly

#### Center Task Force

- Plans & promotes the Missouri Association of REALTORS® CENTER program; which includes the Missouri Business Week (MBW) & "It's Your Move" program
- Meets 1 – 2 times annually or as needed

#### Commercial Alliance Events Committee

- Plans yearly activities for REALTOR® Commercial Alliance – Kansas City (RCA-KC)

#### Communication Advisory Group

- Provides input on KCRAR communication vehicles (including website, newsletter, & other association communication vehicles)
- Meets approximately 2 – 3 times annually

#### Education Advisory Group

- Advises & makes recommendations regarding KCRAR continuing education (CE) & professional development classes & programs
- Discusses ideas & makes recommendations; no additional work or course development is involved
- Seeking both experienced members as well as new licensees
- Meets 1 – 2 times annually & communicates via email as needed

#### Events Committee

- Helps plan activities & events (select area of interest):  
 Informational/Educational Programs  Networking/Social Events  
 RPAC Fundraising Events

#### Forms Committee (Residential)

- Reviews & revises KCRAR standard forms
- Assists in creation of new forms, as needed
- 3 year commitment
- Meets 8 – 10 times annually

#### Grievance Committee

- Reviews ethics complaints & arbitration requests
- Makes recommendation on whether to dismiss case or forward to Professional Standards hearing
- This committee does not conduct hearings or investigations
- Attendance at annual 3-hour association sponsored training class required
- 3 year commitment
- Meets monthly or less often if necessary

#### Government Affairs Committee

- Studies proposed legislation
- Develops legislative policy
- Makes recommendations regarding proposed legislation affecting the real estate industry at local, state, & national level
- Monitors agendas of the governing bodies of surrounding communities to identify issues of interest
- Meets monthly or less often if necessary  
 Kansas Government Affairs Committee  
 Missouri Government Affairs Committee

**Housing Opportunity/Diversity Committee**

- Provides input & recommendations regarding KCRAR Housing Opportunity website, member & public education programs, & public awareness initiatives
- Works with various organizations in the communities in which we live & work
- Promotes diversity in homeownership
- Meets approximately 2 – 3 times annually

**Professional Standards Committee**

- Conducts ethic & arbitration hearings
- Prerequisite – service on Grievance Committee
- Attendance at annual 3-hour association sponsored training class required
- 3 year commitment

**Property Management Committee**

- Provides a forum for members specializing in residential property management
- Meets 3 – 4 times annually

**RPAC Fund Raising Committee**

- Plans RPAC activities to educate members about RPAC & promote investment in RPAC
- Meets approximately 2 – 3 times annually

**State Association Directors**

- KCRAR is allocated a certain number of openings each year to serve as Directors from KCRAR to the Missouri Association of REALTORS® or the Kansas Association of REALTORS®
- Open to leaders & decision makers
- Must be willing to attend 2 out of 3 multi-day state association meetings throughout the year

Kansas

Missouri

**Strategic Planning Work Group**

- Provides input & guidance for KCRAR’s long term vision & action plan
- Requires past KCRAR leadership or other KCRAR committee participation
- Meets 1 – 2 times annually & may involve a 2-day planning session

**Summit/EXPO Annual Event**

- Plans annual Association-wide event
- Meets approximately 6 times annually

**Technology & Member Services Advisory**

- Reviews various technology tools & member services that impact the real estate profession
- Makes recommendations regarding adoption or offering of services for use or sale to members
- Meets approximately 2 – 3 times annually

**YPN- Young Professionals Network**

- Plans & promotes education, networking events & Community service activities geared toward young real estate professionals
- Meets monthly
- Open to ALL KCRAR Members

**Section Three – Qualifications**

Please list any unique skills & qualifications that would allow you to make an impact on your chosen committees, task forces, etc. listed above. Include any experience on local, state, or national committees, work experience (in real estate or outside of industry) or personal areas of interest.

\_\_\_\_\_

If you are an elected official for any local, county or state position, please list your position: \_\_\_\_\_

If you are appointed to a local, county or state board, please list your position: \_\_\_\_\_

If you have a close personal or business relationship with an elected or appointed official at the local, county or state, please list: \_\_\_\_\_

**Section Four – For Your Information – KCRAR Committee Process Timeline**

**September 1<sup>st</sup>** – Volunteer Request form available online

**Mid December** – Committee appointments are finalized with Committee Chairs

**November 1<sup>st</sup>** – Deadline to submit Volunteer Request form

**Late December** – Members are notified of Committee appointments

**Mid November** – Volunteers provided to incoming President for review

**Section Five – Send Completed Form to KCRAR**

Make sure name & contact information is on all pages of form:

Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**Mail, fax, or email completed form by November 1<sup>st</sup> to:**

**Kansas City Regional Association of REALTORS®, 11150 Overbrook Rd, Leawood, KS 66211**

**Fax completed form to: (913) 498-1110    E-mail completed form to: [julie@kcrar.com](mailto:julie@kcrar.com)**

*Questions?...Call (913) 266-5914 or email Juli at [julie@kcrar.com](mailto:julie@kcrar.com)*