



GACAR 2023 BOARD OF DIRECTORS APPLICATION FORM

Thank you for your interest in becoming more involved in your association by applying for a position on the Board of Directors. Please take a moment to review the Job Description for the position you are seeking prior to completing the application to ensure you meet the qualifications and are willing to accept the responsibilities associated with the position.

Please direct any questions to Lisa Gurske, CEO at lgurske@gacar.com or (352) 332-8850.

**NOTE: Only typed applications submitted with a professional headshot will be accepted.
This COMPLETED application will be posted on GACAR.com for members to review.**

Name: _____

Office Name: _____ Phone: _____

Email: _____

I would like to be considered as a nominee for: ☐ Director ☐ Treasurer ☐ Vice President

I have been licensed since: _____

I currently (or previously) belong to another Realtor association:

Number of years as a GACAR Member: _____

Have you ever served on the GACAR Board of Directors in the past? ☐ Yes ☐ No

If so, what year(s)? _____

Committee Involvement:

GACAR: _____

Florida Realtors: _____

NAR: _____

Please indicate any leadership position(s) you have held: _____

I hold the following NAR recognized designations: _____

I specialize in the following area(s) (i.e. residential, commercial, property management, vacant land):

1. Are you the Principal Broker? ☐ Yes ☐ No
2. If you are not the Principal Broker, do you have the support of your Broker? ☐ Yes ☐ No
3. As a potential nominee for Director or Officer are you in a position to make a commitment to attend monthly Board of Directors meetings, any special called meetings, General Membership Meetings, and events? ☐ Yes ☐ No
4. If nominated for Vice President, do you understand that you are making a four (4) year commitment?
(Vice President, President-Elect, President, and Past President) ☐ Yes ☐ No
5. If nominated for Vice President, will you be able to attend both NAR meetings, and both FR Meetings, and any other meeting as determined by the Board of Directors? ☐ Yes ☐ No
6. If nominated for a Director position, do you understand that you are making up to a three (3) year commitment? ☐ Yes ☐ No
7. As a Director, are there any issues or changes you think would improve member participation?

8. What would you say are the Association's strengths? _____

9. What would you say are the Association's weaknesses? _____

10. What skills, aptitude, or attitude do you think you would bring to this position? _____

11. Please describe the role GACAR plays in the local real estate industry. _____

12. How would you rate your people and conflict management skills on a scale of 1-10 (10 being the best)?

GACAR 2023 BOARD OF DIRECTORS CONSENT TO SERVE FORM

I, _____, recognizing the important responsibility I am undertaking in serving as a member of the Board of Directors for the Gainesville-Alachua County Association of REALTORS® hereby personally pledge to carry out in a trustworthy and diligent manner all of the duties and obligations inherent in my role as a Director.

MY ROLE

I acknowledge that my primary role as a member of the Board of Directors is to contribute to the development of the organization's mission and to participate in governing the implementation of that mission.

My secondary role is to fulfill the functions of the office as delineated in the organization's Bylaws and described in the Board of Directors job descriptions incorporated into the Policies and Procedures Manual. The implementation of this role is expressly limited to those activities and functions not directly or indirectly delegated to staff, committees, and task forces.

MY DUTIES

I pledge to willingly carry out the following duties as a Director with integrity, due care, and enthusiasm:

1. Attend 12 Board of Directors meetings a year, and the Annual Leadership/Planning Retreat. Further, I will allow 2 hours for each Board meeting and understand that absence from 3 Board meetings in a rolling 12-month period will be considered an automatic resignation unless appealed to, and approved by, the Executive Committee. I understand that if I miss a meeting it is my responsibility to reach out to the President or CEO to get an update from the missed meeting.
2. Come prepared to contribute to the discussion of issues and business to be addressed at scheduled meetings, having read the agenda and all supporting materials provided.
3. Attend any scheduled Broker Roundtables and at least 4 General Membership Meetings.
4. To represent the organization in a positive and professional manner at all times and in all places, and to serve as an ambassador to the membership at large.
5. To observe the parliamentary procedures outlined in Roberts Rules of Order and manifest collegial conduct in all meetings I attend.
6. To serve as a liaison to at least one Committee.
7. To refrain from intruding in the administrative areas that are the responsibility of the staff.
8. To avoid conflicts of interest between my position as a Board member and my personal and professional life. If such a conflict does arise, I will declare that conflict before the Board, will refrain from participating in the discussion, and will refrain from voting on any such matters in which I have a conflict of interest.
9. To maintain strict confidentiality of all business discussed at meetings of the Board of Directors, disclosing to others only such information the Board authorizes as appropriate for membership or public dissemination.
10. To support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.
11. To facilitate involvement by members in a way they wish to interact.
12. To become educated on Realtor Party efforts and RPAC (Realtor Political Action Committee).

13. To provide a "heads up" warning on potential issues that may affect the organization or its members.
14. To evaluate programs, products, and services on an ongoing basis.
15. To approve and monitor the budget and allocate resources accordingly.
16. Serve as Ambassador of the Association to consumers and outside organizations.
17. Help identify and encourage future leaders of the organization.

I understand that there is no financial reimbursement for my participation as a Director of the Gainesville-Alachua County Association of Realtors®.

If for any reason, I find myself unable to carry out the above duties as best as I can, I agree to discuss with the President my future obligations in serving on the Board of Directors.

COMPLETED APPLICATIONS:

**Must be Typed & Signed
Must be submitted by 5:00 p.m. on July 15, 2022**

****You must also send a professional headshot to: Danny@gacar.com ****

☐ I have read, understand, and hereby pledge to carry out the responsibilities of the position I am applying for as outlined in the Job Description and Consent to Serve documents.

Signature

Printed Name

Date

**THIS COMPLETED FORM WILL BE POSTED ON THE GACAR WEBSITE
FOR MEMBERS TO REVIEW**