

Name: _____ NRDS#: _____

Firm: _____

Address: _____
Street City State Zip Code

Preferred Phone: _____ Email: _____

State Director Responsibilities

1. Maintain a REALTOR® membership in good standing at OC REALTORS®.
2. Abide by the terms of OC REALTORS®'s "State Director Commitment and Policy on Travel."
3. Act as an ambassador for OC REALTORS® and its members while fulfilling your duties as a state director.
4. Agree to serve a minimum of one, 3-year term.
*Note: Starting in 2022, OCR shall assign new state director applicants to three (3) year terms.
5. Attend all three (3) C.A.R. state business meetings scheduled annually whether held live or virtually.
6. Actively serve on three (3) state committees.
7. Submit a written report no later than two (2) weeks after the conference, detailing meetings attended and people of interest, as well as issues, recommendations, conclusions, and other topics of concern.
8. Invest at least \$148 in the REALTOR® Action Fund (RAF) while serving as a State Director.
9. Serve in a volunteer capacity at OC REALTORS®, as a committee or task force member, as a project or event volunteer, or as a member of OC REALTORS®'s board of directors while serving as a State Director.
10. Agree to use a personal or corporate credit card, or other form of payment, for all upfront travel-related expenses, including airfare, parking, ground transportation, hotel, hotel incidentals, and meals.

Code of Conduct for State Director Attendees:

1. Individuals are expected to prepare for meetings. This includes reviewing any documents provided before the meetings and being prepared to discuss anticipated issues.
2. Individuals must be properly attired when representing the Association. Business attire is required unless otherwise advised.
3. Individuals must act appropriately at all times, refrain from inappropriate conduct or harassment, and be subject to the same rules of conduct applicable to meetings and other activities of the Association. Engaging in inappropriate conduct toward other attendees or anyone while on travel is grounds for discipline pursuant to Association policy.
4. Attendance at all meetings, including timely arrival and remaining present during the meetings, is required.
5. Travel shall be the least expensive and most practical means. Attendees will only be reimbursed or compensated for previously approved Association expenses.
6. All attendees shall prepare reports that are individually composed by the attendee and represent the perceptions and experiences of the attendee. The use of meeting organizer notes is not adequate.
7. The Association reserves the right, through the Executive Committee, to suspend or revoke, with or without cause, the right of any individual to travel to any event or meeting where it appears they may be acting on behalf of the Association.

By reviewing, completing, signing and submitting:

A. You give permission to Travel Task Force and/or Executive Committee to contact you for additional information regarding your qualifications and experience; and

B. You understand that the Task Force and/or Executive Committee will review your service record and conduct at OCR-sponsored events and other industry-related events, in accordance with the General Travel Policy.

I HAVE READ AND UNDERSTAND THE GENERAL TRAVEL POLICY AND CODE OF CONDUCT FOR ATTENDEES:

 Signature

 Date

Please print, sign, and email back to Debby@ocrealtors.org.

Deadline: June 11, 2021

1. How have you demonstrated your leadership in the real estate profession?

2. What does your leadership path with OC REALTORS® look like in the next three years? And, who are you mentoring or helping in Leadership?

3. Why should you be appointed or reappointed as a State Director?

5. Do you have a credit card to use for hotel and travel costs? _____

Please list your professional designations:

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Association, Committee and other volunteer participation at OC REALTORS®

Committee/Volunteer Activity	Year	Position

Committee and other volunteer participation:

Participation in state committees and volunteer activities is a consideration for appointment as a traveling director. Please list State volunteer activities.

Committee/Volunteer Activity	Year	Position	Additional Information

Current State Committees and other volunteer participation (2021)

Please use the following table to list volunteer activity during 2021.

Committee/Volunteer Activity	Position	Additional Information

Please rank your top 5 State Committee Selections:

1. _____
2. _____
3. _____
4. _____
5. _____

Association Presidents, Leadership Forum
 Business Technology Forum
 C.A.R. Scholarship Foundation/C.A.R.
 Education Foundation
 California Distinguished REALTOR®
 Awards Selection
 Commercial Investment Forum
 Communications Advisory
 Credentials
 CREPAC
 Defense Strategy Advisory
 Executive
 Federal
 Global Real Estate Forum

Home Ownership Housing
 Housing Affordability Fund
 IMPAC
 Investment Housing
 Investment Subcommittee
 Land Use and Environmental
 Legal Action Trustees
 Legal Affairs Forum
 Legislative
 Local Government Forum
 Membership
 MLS Policy
 Nominating
 Past Presidents

Political Activities Fund
 Professional Development
 Professional Standards
 Public Policy Issues Forum
 REALTOR® Action Fund
 REALTOR® Risk Management and
 Consumer Protection Forum
 Sergeant-at-Arms
 Standard Forms Advisory
 Strategic Planning and Finance
 Taxation and Government Finance
 Transaction and Regulatory
 Young Professional Network Forum

2022 C.A.R. Committee Timeline

APRIL 2021

- Committee Selection Process goes live in early April for members to make recommendations for Chair, Vice Chair, Issues Chair and Member positions on Standing, Special and Advisory Committees. More information on the policies for committee selections, descriptions/mission statements, and how to enter recommendations is available on the C.A.R. Committee Selection Process. (<https://www.car.org/meetings/carmetings/committeeselection>)
- C.A.R. is notified by Association Executive of 2022 Association President of each local association (Deadline to be announced)
- C.A.R. is notified by 2021 Regional Chair of 2022 Nominating Committee Regional Representative & Alternate Member and 2022 Regional Chair & Assistant Regional Chair (Deadline to be announced)

MAY 2021

- The deadline date for submitting 2022 C.A.R. Committee Leadership and Specialized/Advisory recommendations (Chair, Vice Chair or Issue Chair of Standing Committees, and Chair, Vice Chair or Members of Special or Advisory Committees) is Friday, May 14, 2021.

JULY 2021

- Leadership Team reviews all committee recommendations for Leadership and Members on Specialized/Advisory positions.
- Members can submit recommendations ONLY for membership positions on Standing Committees. 2021 Regional Chairs to notify C.A.R. via the online Committee Selection Process of 2022 C.A.R. Committee Regional Representatives/Liaisons. (<https://www.car.org/meetings/carmetings/committeeselection>)
- The deadline date for both of the above items is Friday, July 23, 2021.

AUGUST 2021

- 2022 C.A.R. Chairs, Vice Chairs, Executive Committee, Committee Liaisons, Strategic Planning & Finance Committee and Specialized/Advisory committee selections finalized. Respective appointees confirmed. Committee Leadership Rosters containing Chairs, Vice Chairs, Issues Chairs, and Committee Liaisons to be posted online in September.

SEPTEMBER 2021

- Members notified of 2022 appointments via email. Regional Chairs and Local Associations advised of appointments of members within the Region/Local Association who have been asked to serve on 2022 C.A.R. committees.

OCTOBER 2021

- Preliminary 2022 committee rosters are available to C.A.R. staff coordinators to share with their committee leadership.

NOVEMBER 2021

- Final committee rosters available to C.A.R. staff coordinators and committee leadership.

DECEMBER 2021

- 2022 Regional Chairs provided respective rosters of 2022 Directors and Committee members by Region.

2022 OC REALTORS® Application Timeline

- 2022 State Director Applications available Monday, May 3, 2021
- 2022 State Director Application deadline Friday, June 11, 2021