

2020 Alberta Real Estate Association Board of Directors Public Member Application

AREA Overview

As the professional provincial body, the Alberta Real Estate Association (AREA) represents the interests and concerns of more than 10,500 Alberta REALTORS®, from the 10 local real estate Board/Associations. We provide strategic leadership and advance the Alberta real estate profession through member-centric services, advocacy and professional development.

Our work focuses on three high-value areas for REALTORS® across Alberta:

- **Advocacy:** AREA is the provincial voice of REALTORS® with government and key stakeholders.
- **Professional Development:** AREA provides mandatory and optional professional development opportunities for Alberta REALTORS® to build their business and client service skills.
- **Member Services:** AREA provides a variety of provincial services, including standardized real estate forms for REALTORS® to use in real estate transactions.

Board of Directors Overview

AREA's Board of Directors is comprised of nine Directors; eight industry members and one public member. In 2019, we transitioned from a 12-industry member board to a smaller, skills-based board of nine Directors. We also introduced an open call for applications for Director position to our elections process.

AREA's Board of Directors meets face to face approximately five times per year for full day meetings. Meetings are held in Calgary, Edmonton and in the Banff/Canmore area. In addition, there is one full day strategic planning session and phone meetings to address emerging issues as needed. It is anticipated that Board members will spend approximately five to 10 hours on AREA Board business per month.

Public Member

AREA is seeking to fill the position of Public Member for a two-year term beginning January 2020 thru to December 2021.

Mandatory Requirements

To be eligible, applicants;

- must have a minimum of five (5) years of board/governance experience;
- may not be a member of AREA;
- may not fulfill a Director position with a member board/association (see list below) for the same term as the AREA Director position being applied for;
- may not be disqualified by Canada Not-for-Profit Corp Act.

List of member boards/associations that exclude applicants:

- Alberta West REALTORS® Association
- Calgary Real Estate Board
- Central Alberta REALTORS® Association
- Fort McMurray REALTORS®
- Grande Prairie & Area Association of REALTORS®
- Lethbridge & District Association of REALTORS®
- Medicine Hat Real Estate Board Co-op

- REALTORS® Association of Edmonton
- REALTORS® Association of Lloydminster & District
- REALTORS® Association of South Central Alberta
- Canadian Real Estate Association

Timeline

Deadline: Wednesday, October 16, 2019 @ 3:00 pm

Interview Period: October 17 – November 10, 2019

Notification: November 29, 2019

Application Check List

1. Completed application form
2. Cover letter
3. Resume
4. References

Cover Letter

Please include a cover letter addressing the following questions:

1. Why you are interested in joining AREA's Board of Directors?
2. What skills and/or experiences do you have that would bring value to the Board of Directors?
3. Please describe your past board experiences (including the types of boards on which you have participated).

Resume

Please provide your resume detailing your professional and volunteer experiences.

References

Please provide two references that are familiar with your previous board or committee experience. Be sure to including their names, contact information, and your relationship to the reference.

To Apply

Submit your completed application form, cover letter, resume and two references via email to communications@albertarealtor.ca by October 16, 2019.

Questions

Should you have any questions, please email communications@albertarealtor.ca or call Kate Bailey at 780-231-7430.

2020 Alberta Real Estate Association Board of Directors Public Member Application Form

First Name:	Last Name:
Address:	
Phone:	Email:

Do you have a minimum of five (5) years of board/governance experience?

☐ Yes ☒ No

For the Jan 1, 2020 – Dec 31, 2021 term do you hold a Director position with a member board/association? See application overview for list of member board/associations.

☐ Yes ☒ No

As per the Canada Not-for-Profit Corp Act, do you have the status of bankrupt?

☐ Yes ☐ No

As per the Canada Not-for-Profit Corp Act, are you 18 years of age or older?

☐ Yes ☐ No

Are you a member of AREA?

☐ Yes ☒ No

The Board of Directors seeks a complementary balance of knowledge, skills and experience at a Governance level. Please identify those areas in which you have basic, intermediate or advanced competencies.

Skills/Experience	Basic	Intermediate	Advanced
Business Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Education/Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finance / Accounting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Governance and Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Government Relations / Political Acumen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Real Estate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Relations / Communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stakeholder Engagement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strategic Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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