



Peoria Area Association of Realtors® 2008-2009 Volunteer Opportunities Program

You should be involved in the decisions that affect your business and livelihood. You can make a difference by volunteering as little as 6-8 hours per year. We understand your time is valuable, we also know your input is invaluable!
You need to help shape the future of your profession.



COMMITTEES

See chart on the reverse for committee descriptions and meeting schedules. Indicate your areas of interest:

- Affiliate
- Commercial MLS
- Contracts/Forms
- Governmental Affairs
- Grievance
- Housing Opportunities/Equal Opportunities
- Multiple Listing
- Professional Standards
- RPAC Awareness



TASK FORCES

Formed to address specific tasks, generally over a limited period of time. Listed below are task forces currently being organized, additional ones will be named as needed.

See chart on the reverse for Task Force descriptions and meeting schedules. Indicate your areas of interest:

- Bylaws
- Habitat For Humanity
- Home Inspections
- Public Awareness / Statistics / Market Trends
- Rookie Club (member 3 years or less)

LIST SERVES

These groups are contacted via email as needed to provide input to staff on the topics indicated.

See chart on the reverse for List Serve descriptions. Indicate your areas of interest:

- Member Services
- Professional Development
- Technology Training / Services



Name: _____

Company: _____

Email Address: _____

Return this form by fax (688-3120), email (dhughes@paarealtors.com), or mail (PAAR, 7307 N. Willowlake Ct., Peoria, IL 61614)

<u>Committee/Task Force Name</u>	<u>Committee/Task Force Description</u>	<u>Meeting Schedule</u>	<u>Additional Requirements</u>
<i>Affiliate</i>	Incorporates the needs and perceptions of Affiliate members in Association planning.	Meets Quarterly, or as needed.	Affiliate Members only.
<i>Bylaws</i>	Reviews and recommends revisions to the Association's governing documents.		
<i>Commercial MLS</i>	Continually assesses the needs of the commercial member, investigating educational opportunities and the promotion of the commercial industry.	Meets as needed.	CLS Members only.
<i>Contracts / Forms</i>	Reviews the Association's contracts and forms and makes recommendations to the Broker/Attorney Committee.	Meets Monthly.	
<i>Governmental Affairs</i>	Reviews all current and pending legislation being considered at local, state and national levels which concerns the Association and/or the real estate industry.	Every Other Month	Encouraged to attend Capitol Conference.
<i>Grievance</i>	Investigates all formal complaints filed with the Association for violation of the Code of Ethics or for Arbitration. Sends cases to the proper hearing panels or disposes of the case following determination of validity.	Meets approx. 4-6 times per year.	Required to attend a 1-day training seminar.
<i>Habitat For Humanity</i>	Determines and implements projects needed for the betterment of the community. Coordinates Habitat for Humanity building projects.		
<i>Home Inspections</i>	Agents and Home Inspectors working together to improve the home buying process.		
<i>Housing / Equal Opportunities</i>	Provides affordable housing, lending and fair housing information to agents and the public. Develops educational opportunities.	Meets 2-3 times per year.	
<i>Member Services</i>	Assesses the educational needs of members and course content of the new member indoctrination.		
<i>Multiple Listing</i>	Supervises the MLS, making recommendations to the Board of Directors regarding the computer and technology services.	Meets Monthly	Broker-Owner/Managers or Agents
<i>Professional Development</i>	Helps identify educational programs for members; CE, motivational, designations, etc.		
<i>Professional Standards</i>	Provides a base of quality members to serve on hearing panels as directed by the Grievance Committee.		Required to attend a 1-day training seminar and serve on occasional hearing panels.
<i>Public Awareness/Statistics/Market Trends</i>	Responsible for developing local public awareness campaigns with approval of BOD. Develops statistical reports from the MLS for the membership.		
<i>Rookie Club</i>	"Newer" members help recommend educational programs and evaluate services for the incoming members.		Members 3 years or less only.
<i>RPAC Awareness</i>	Educates members on the importance of RPAC and conducts fundraising activities.	Every Other Month	Encouraged to attend Capitol Conference.
<i>Technology Training Services</i>	Identifies training topics, educational programs and on-going technology learning opportunities to be delivered by PAAR's Technology Dept.		

Volunteers: giving time today to make the Association better tomorrow.