

# LEADERSHIP ACADEMY

*Application for 2017 Class*



Recognizing that leadership development is an essential element in the process of improving our Association and profession, the Nebraska REALTORS® Association presents *Leadership Academy*. Through this program, NRA identifies emerging REALTOR® leaders in the state, encourages them with motivational activities and assists in sharpening their leadership skills with the hope they will have a strong influence on Nebraska REALTOR® organization and profession.

Training sessions include identification of leadership skills, team-building exercises, goal setting, personal profile analysis, network building and improving communication skills.

## Objectives

Objectives of the *Leadership Academy* are:

- To identify Nebraska REALTORS® who have demonstrated leadership potential through job-related and community activities.
- To train participants by developing leadership skills.
- To motivate participants by:
  - Increasing awareness of real estate and association management issues and challenges.
  - Involvement in problem-solving activities on issues of current interest; and
  - Providing a network of leaders across the state who is actively involved in improving our profession and their local and state Associations.

## Application Procedure

NRA members interested in participating in the *Leadership Academy* are invited to submit applications. Applications are reviewed and participants are selected by the Executive Committee of NRA. The number of participants selected is limited to 25 to encourage maximum personal participation. Efforts are made to balance participants according to a variety of factors.

**Tuition for the program is \$500.** This includes the training sessions and instructional materials.

Application forms should include as much information as possible; however, answers should be limited to the space available. **\*\*\* Note\*\*\*** There are (10) \$250.00 scholarships available through the Nebraska Realtors® Association. Select the box on the application to be considered for a scholarship.

**Deadline for application is December 31, 2016.**

## Selection Criteria

Participation in the *Leadership Academy* is open to REALTOR® members of the Nebraska REALTORS® Association. A maximum of 25 individuals will be appointed to participate in the program. Since the number of appointments to the *Leadership Academy* is limited, applicants who are not selected are encouraged to reapply in subsequent years.

Participants will be chosen by the Nebraska REALTORS® Executive Committee based upon the information completed on this application.

**Attendance at all sessions is mandatory.**

# Confidential Application for 2017 Appointment



Nebraska REALTORS® Association

## Instructions

Type or print. Please complete each section fully. Limit answers to the available space. Application must be signed by applicant and returned no later than **December 31, 2016**.

### I. Personal Data

Date \_\_\_\_\_

Full Name \_\_\_\_\_ First Name or Nickname Preferred \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Home Address \_\_\_\_\_

Business Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

E-mail address \_\_\_\_\_ Fax \_\_\_\_\_

Please check one  Real Estate Broker  Sales Associate / Year licensed \_\_\_\_\_

Local REALTOR® Association/Board \_\_\_\_\_

Real Estate Specialty(ies) (appraisal, commercial, residential, etc.) \_\_\_\_\_

Real Estate Designations earned \_\_\_\_\_

### II. Education

(Briefly summarize your education background)

<u>A. Name and Location of School</u>	<u>Dates (from-to)</u>	<u>Degree</u>	<u>Major</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### III. WORK EXPERIENCE

A. Year Licensed \_\_\_\_\_ Year joined present real estate firm \_\_\_\_\_

Title (Agent, Broker, Owner etc.) \_\_\_\_\_

Briefly describe your job responsibilities:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. List previous work experience, starting with current or most recent: (Include active military duty.)

<u>Organization/Firm</u>	<u>Title/Responsibility</u>	<u>From</u>	<u>To</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

C. What do you consider your highest career achievement to date?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

D. Business/Professional Affiliations (if any) (Please include local Board of REALTORS<sup>®</sup> and/or NRA involvement.

<u>Name of Group</u>	<u>Positions Held or Assignments</u>	<u>Period of Affiliation</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

#### **IV. Community Involvement**

A. Include community, civic, religious, political, government, social, athletic, or other activities.

Organization \_\_\_\_\_

Assignment/Position \_\_\_\_\_

Describe Responsibilities \_\_\_\_\_

Organization \_\_\_\_\_

Assignment/Position \_\_\_\_\_

Describe Responsibilities \_\_\_\_\_

Organization \_\_\_\_\_

Assignment/Position \_\_\_\_\_

Describe Responsibilities \_\_\_\_\_

B. Do you feel community involvement is important? Why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**V. General Information**

(One of the goals of the *Leadership Academy* is to build a network of Association leaders who can enhance their problem-solving skills and other leadership abilities through shared perspectives and working together.)

A. What do you feel are the three most significant challenges facing the real estate profession and REALTOR® associations today? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. What do you feel needs to be done about one of these challenges? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. What specific skills/knowledge do you hope to gain from your participation in the *Leadership Academy*? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Commitment

(To graduate from the *Leadership Academy*, a participant is expected to attend all sessions. Dates and locations listed below are tentative and subject to change.)

- **Session 1: February 13-14, 2017 at the Nebraska REALTORS® Association, Lincoln**
- **Session 2: May 2-3, 2017 Location TBD**
- **Session 3: October 25-26, 2017 Location TBD**

I understand the purpose of the *Leadership Academy* program and, if I am selected, I will devote the time and resources necessary to complete the program.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

## Tuition

If accepted into the *Leadership Academy* program, you will be billed for the \$500 non-refundable tuition fee that covers all session costs and materials.

- I will be responsible for tuition
- Broker paying tuition
- Local Board Providing Scholarship
- Please consider this application for an NRA Scholarship

**DEADLINE FOR APPLICATION IS DECEMBER 31, 2016.**

Mail to: Nebraska REALTORS® Association  
Attn: *Leadership Academy*  
800 South 13<sup>th</sup> St., Suite #200  
Lincoln, NE 68508  
Fax to 402.323.6501 or  
Email to [Christie@NebraskaRealtors.com](mailto:Christie@NebraskaRealtors.com)

## **February 13-14, 2017**

- Capital Day
- Government Affairs and Lobbying at the State and National Level

## **Roger Turcotte~ May 2-3, 2017**

### Ownership vs. Stewardship

- Understanding the role of the volunteer leader

### Building and Leading High Performing Teams

- Characteristics of high-performing teams
- Developing effective teamwork
- Motivation and participation
- Empowerment levels

### Making Meetings Work

- Process functions
- Decision-making structure
- Behaviors in meetings – constructive and destructive
- Addressing common problems with meetings

### Implementing Your Visions

- Purpose of planning
- Planning cycle
- Characteristics of a good plan
- Aspirations vs. goals

### Leading Volunteers to Perform

- Holding others accountable
- Managing conflict
- Effort vs. outcome
- Conflict-resolution model

## Engaging and Retaining Volunteers

- The high-performer model
- Where to look for volunteers
- Suggestions for recognizing volunteers
- Understanding volunteer motivation

## Managing Member Expectations

- Challenges of mandatory membership
- What determines members' expectations
- Creating perceived value

## Creating a Perception of Value

- How members determine value
- Keys to creating value in your association
- Treating REALTOR® memberships as a business

## **Bruce Aydt ~ October 25-26, 2017**

### **The REALTOR® Leader and Association Human Resources”.**

- AE hiring process
- Working with the AE
- HR problems in daily operations
- Evaluation of the AE
- Ethics in Leadership
- Who are those Guys?
- What is Ethical Decision Making?
- The Heart Transplant
- Life in the Fallout Shelter
- REALTORS® Making Decisions: On the Code, in the office and within the organization