

OCALA MARION COUNTY ASSOCIATION OF REALTORS®, INC

Association Position Description

POSITION: PRESIDENT

TERM: ONE YEAR

Responsibilities:

- Throughout the President's term he/she shall fully familiarize the Incoming President-Elect with the responsibilities of the President during the current year.
- Appoint prospective committee chairpersons by the end of November.
- Meets with Officers, Directors, Chairs and Vice Chairs before the beginning of the year to outline the purpose and duties of the committees and subsequently monitors their progress.
- Preside at OMCAR Board of Directors meetings and Membership Meetings.
- Acts as Spokesperson for the Association, with Board approval.
- Represents OMCAR before other associations or organizations.
- Support Association policies before members and public.
- Oversee that the policies and programs are within the OMCAR's Strategic Plan.
- Assure to the best of his/her ability that the Association is operating under a sound financial system.
- Cooperate with State and National Associations in joint programs and attend their conventions and appropriate meetings within the OMCAR budget guidelines. To attend Florida Realtors® three (3) regular meetings during the year (2 State and 1 District) and attend GARD in Tallahassee. To attend National Association of Realtors® two (2) regular meetings in May (Washington D.C.) and November (T.B.D.).
- Welcome new members at orientation and give a presentation regarding membership in OMCAR.
- Work in conjunction with the Association Executive.
- Accept the responsibility of check signing authority (as needed).
- Upon completion of the one-year President's term, this individual shall continue on the OMCAR Board of Directors for one additional year as the Immediate Past President with full voting privileges.

Qualifications:

1. A REALTOR® member of the Association for at least three (3) years immediately prior to becoming President.
2. A director or officer of the Association.
3. In attendance at a majority of regular and special membership meetings for at least two (2) years immediately prior to becoming president.