



Suburban West REALTORS® Association

# 2019 Leadership Development Program

## Confidential REALTOR® Application

Through the 2019 Leadership Development Program, Suburban West will identify emerging REALTOR® leaders, motivate them and sharpen their leadership skills. In return, it is our hope that program participants will exert a strong, positive influence on the future of our Association, profession and community.

### APPLICANTS MUST MEET THE FOLLOWING CRITERIA:

- Participation in the Leadership Development Program is open to all primary and secondary Suburban West REALTORS® in good standing without outstanding ethics complaints at either the state or local level. Ten (10) to fourteen (14) total participants will be chosen by the 2019 Board of Directors.
- All Leadership Development Program applicants must commit to actively participate in the program and have support of their company/broker.
- Applicant must show potential for leadership demonstrated through involvement in community and professional groups, organizations and Associations.

### APPLICATION PROCEDURE:

- Signed application which includes commitment to attend all Leadership Development Program workshops
- Recent photograph suitable for use in Association publications (Association Website, Suburban West Weekly electronic newsletter)
- 1-2 letters of recommendation
- Broker signature

### INSTRUCTIONS:

Type or print in black ink. Please complete each section carefully and attach letters of recommendation. A photograph can be submitted to Kristin Tornetta at [ktornetta@suburbanwestrealtors.com](mailto:ktornetta@suburbanwestrealtors.com). The application must be signed by the applicant and broker and returned no later than **December 31<sup>st</sup>, 2018** to the Association Office, Attention: Kristin Tornetta.





**PERSONAL DATA:**

Full Name: \_\_\_\_\_

Office Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_

Preferred Email: \_\_\_\_\_

Year Licensed: \_\_\_\_\_ Years in REALTOR® Association: \_\_\_\_\_

Industry Specialty (check all that apply):

- Appraisal                       Auction                       Commercial                       Counseling
- International                       Land                       Property Mgmt                       Relocation
- Residential

Other: \_\_\_\_\_

**EDUCATION:**

Please specify highest level of education attained:

- High School                       GED                       Trade School
- Associates Degree                       Bachelors Degree                       Masters Degree
- Doctorate Degree                      Other: \_\_\_\_\_

Degree(s):  
\_\_\_\_\_  
\_\_\_\_\_





Please list any real estate designations or certifications earned:

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**WORK EXPERIENCE:**

Current Office Name: \_\_\_\_\_

Position: \_\_\_\_\_ Since: \_\_\_\_\_

Briefly describe your job responsibilities:

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What do you consider your highest career achievement to date?

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Leadership positions held, special honors and awards received:

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What do you feel are the most pressing issues facing the real estate industry today?

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Have you ever had disciplinary actions taken by the PA Real Estate Commission or a local Association of REALTORS®, been under investigation or had your license suspended or revoked? If so, please explain:

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**COMMUNITY INVOLVEMENT:**

Please describe your community involvement, including the organizations you have served, in what capacity and what you consider your most important accomplishments in these organizations. **Please include any REALTOR® Association involvement.**

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**SUPPLEMENTARY:**

Have you previously applied for SWRA's Leadership Development Program? \_\_\_\_\_

To what leadership area do you aspire?

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What specific skills and knowledge do you hope to gain from your participation in the Leadership Development Program?

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Why do you want to be considered for the Leadership Development Program?

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**GRADUATION:**

To graduate from the Leadership Development Program, participants will join fellow members in a powerful series of programs including sessions on managing emotions, relationship building, negotiating aptitude, and enhancing presentation skills. Program participants will develop leadership skills applicable to all levels of the individual’s life – personal and professional. Dates and times are subject to change:

1. Building a Team for Success – **February 7th; 10:00am-4:00pm**
2. Emotional Intelligence and Leadership Effectiveness – **February 14th; 10:00am-4:00pm**
3. Powerful Presentations: Professional Speaking Techniques – **February 28th; 8:30am-4:30pm**
4. Negotiating Success: Win-Win Negotiations – **March 1st; 8:30am-4:30pm**
5. The Economics of Real Estate – **March 6th; 10:00am-4:00pm**

Before graduation, participants will offer a (5) five minute presentation to leadership on **April 4<sup>th</sup> at 12:00pm** addressing their experience with the Leadership Development Program and how they intend to put the knowledge and skills gained to use for the industry and community. Program participants will be recognized at the 2019 Annual Membership Meeting in the fall and will be presented with an award and \$350 certificate to further their real estate education at the Association of REALTORS® School.

**COMMITMENT:**

To graduate from the 2019 Leadership Development Program, a participant is required to attend all sessions. It will be the responsibility of the participant to communicate, in writing, all anticipated full or partial day absences to the staff liaison of the Leadership Development Program. If this expectation is not met, the applicant, after review, may be dismissed from the program with *no refund* in tuition.

**Applicant Commitment:** If accepted into the Suburban West REALTORS® Association’s Leadership Development Program, I will be responsible for the **tuition fee of \$350** due by **January 31st, 2019** which covers all program costs. I understand the purposes of the 2019 Leadership Development Program and will devote the time and resources necessary to complete the curriculum and graduation requirements.

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

**Broker Commitment:** This application has the approval of our organization and the applicant has our full support, which includes the time required to participate in the program.

Broker Signature: \_\_\_\_\_ Date: \_\_\_\_\_





**PLEASE SUBMIT APPLICATION TO:**

**Suburban West REALTORS® Association**

**Attn: Kristin Tornetta**

**1 Country View Road, Suite 201**

**Malvern, PA 19355**

**E-mail: [KTornetta@suburbanwestrealtors.com](mailto:KTornetta@suburbanwestrealtors.com)**

**Fax: 610-560-4801**

**Deadline for Application is December 31<sup>st</sup>, 2018**

**Applications will be reviewed and participants will be selected by the Association's Board of Directors and will be selected on their own merits based on this application. Application forms should include as much information as possible. Optional materials to support your application may be submitted with this form.**

