

## **OVERVIEW FOR THE OFFICE OF NATIONAL DIRECTOR TERM: THREE YEARS**

Term to begin at the close of the national convention, each year, and to conclude upon the close of the national convention the year that Director's term expires. A National Director may serve a maximum of two consecutive terms, not to exceed six years. (5/7/04) (1/20/06)

### **DUTIES AND RESPONSIBILITIES**

As authorized by Article IV of the Constitution and Bylaws of the National Association of REALTORS®, the National Association's Board of Directors is the policy-making and governing body at the national level. While Montana's National Directors represent the interest of the Montana Association and its members, their primary responsibility is to represent the entire membership of the National Association.

### **NATIONAL DIRECTORS ARE RESPONSIBLE FOR:**

- Staying informed of National Association issues, activities, and programs
- Attending meetings of the National Association's Board of Directors (held in conjunction with NAR's two regular business meetings)
- Presenting reports to the State Board of Directors following NAR Director meetings
- Attending national committee meetings. National Directors are also required to serve on the corresponding MAR Committee as an ex-officio member
- Providing written reports from national meetings to be given to MAR (5/7/04)
- Communicating to the President (and the Leadership Team) issues or items that may be valuable to the interests of the Association
- Serving as a voting member of the NAR Board of Directors and attending all NAR Board of Director meetings and attending all Region 12 and State Caucus meetings. (Note: Attendance is required at these events) (1/23/15)
- Telephone, written and/or electronic correspondence
- Unscheduled, unanticipated programs, activities, meetings, etc.
- MAR Leadership Orientation Training
- Miscellaneous Meetings/Events (1/20/06)

### **TIME CONSIDERATIONS**

In-State Activities:

- MAR Winter and Spring Business meetings (Two 2- 3-day meetings)
- MAR Annual Meeting and Fall Business meetings (2-3 days)
- MAR Executive Committee Meetings in Winter, Spring and September
- Out-Of-State Activities (Attendance Mandatory)
- NAR Mid-year/Legislative meeting (6-7 days)
- NAR Annual Convention (5-6 days)
- Region 12 Meeting (1-2 day(s)) (1/20/06)

### **COVERED EXPENDITURES**

Association-related expenses are reimbursed by the Association in accordance with MAR policies. The maximum amount that is reimbursed is established in the annual operating budget (spouses' expenses are not reimbursed). The following expenses may be covered as determined by the budgeting process:

NAR Business Meetings:

- Mid-Year/Legislative
- Registration, travel, hotel, per diem
- Convention
- = Registration, travel, hotel, per diem
- Region 12 Meeting (2 days) (5/7/04)
- Travel, hotel, per diem

Any outstanding reimbursements will be withheld until the national meeting reports are submitted to MAR (1/20/06)

MAR Business Meetings:

- Two 2-3 day business meetings in Winter & Spring
- Mileage, 1 night per diem, 1 night hotel
- Annual Meeting and Fall Board of Directors Meeting
- Winter, Spring, and Fall Executive Committee Meetings
- Inaugural event held at state convention
- Mileage, 1 night per diem, 1 night hotel

**EXPERIENCE AND QUALIFICATIONS**

Experience Required for Office of National Director:

- To be actively involved in the Real Estate Business and be a member, and in good standing with MAR, Board of Realty Regulation and their local board or association. (9-19-02)
- To have served as a voting member of the MAR Board of Directors for a minimum of two years.
- To have served on a Committee or as an officer of MAR (1/20/06) (1/26/07)

Additional Desirable Experience:

Knowledge of the Constitution, Bylaws, and governing policies of the National Association of REALTORS®

Knowledge of the Bylaws and operating policies of the Montana Association of REALTORS®, including the REALTORS® Political Action Committee and the Issues Mobilization Committee