*Akron Cleveland Association of REALTORS®*

The Akron Cleveland Association of REALTORS® (ACAR) seeks experienced CEO to lead its 6500-member organization which serves Cuyahoga, Summit and Portage Counties in Ohio.

ACAR has a strong strategic plan that drives the association’s vision and continuously improves its organizational performance and culture. Core competencies include Advocacy, Professionalism and Connections.

To be considered, candidate must have the RCE designation and a Bachelor’s Degree.

Responsibilities include:

* Effectively manage operations, advise and make recommendations to the Officers and Board of Directors regarding strategic planning, governance and finance.
* Ensure implementation of and monitor priorities of the Strategic Action Plan
* Develop the annual operating budget ($1.9 million) and oversee strict adherence to the financial guidelines it establishes.
* Oversee investment of association reserves ($2 million) and assets ($4 million).
* Conduct Leadership Development and Member Outreach.
* Present the monthly onboarding class to new members.
* Serve as liaison to the Board of Directors, Executive, Strategic Planning and Nominating & Leadership Development Committees and the Council on Ohio and NAR Leadership Development.
* Position ACAR as a leader in the business community.
* Represent ACAR in civic and community organizations.
* Represent ACAR at the Ohio REALTORS® and National Association of REALTORS®
* Manage eleven (11) staff members who perform following duties: membership, professional standards, professional development, government affairs, advocacy, political fundraising, communication, sales and marketing, commercial services, technology, accounting, community outreach and charity, YPN activities, REALTOR® Store and more.

ACAR offers a competitive salary commensurate with experience and qualifications.

The Akron Cleveland Association of REALTORS® is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. ACAR does not discriminate based on race, color, religion, sex (including pregnancy and gender identity), national origin, sexual orientation, disability, age, familial status, military service, or other non-merit factor.

Submit cover letter and resume to ACAR President Beth Rodgers at [lisabethrodgers@gmail.com](mailto:lisabethrodgers@gmail.com?subject=ACAR%20CEO%20Position) by April 30, 2021.