New Association Executives Orientation

Schedule

*\*All Times Central*

**Wednesday, October 6**

* **1:00 – 1:30 pm:  Event Welcome/Structure of REALTOR® Organization**  
  [*Katie Johnson*](https://www.nar.realtor/katie-johnson)*, General Counsel, and Chief Member Experience Officer*

A History of NAR for New Association Executives:

<https://www.nar.realtor/ae/a-history-of-nar-for-new-association-executives>

Executive Outreach Program:

<https://www.nar.realtor/about-nar/leadership-and-staff/executive-outreach-program>

VP Team Region Assignments:

<https://www.nar.realtor/about-nar/leadership-and-staff/executive-outreach-program/vp-team-region-assignments>

Board of Directors:

<https://www.nar.realtor/national-leadership/board-of-directors>

Committee Selection Process:

<https://www.nar.realtor/national-leadership/committee-members-liaisons/committee-selection-process>

Governance Game Changer Presidential Advisory Group (PAG):

<https://www.nar.realtor/national-leadership/governance-game-changer-presidential-advisory-group-pag>

The HUB:

<https://thehub.realtor/home>

Member Experience, Engagement & Legal:

<https://www.nar.realtor/member-experience-engagement-legal>

* **1:30 – 2:00 pm:  Practical Tips for Today, Leadership Strategies for Tomorrow**  
  *Ryan McLaughlin, RCE, CAE, CEO, Northern Virginia REALTORS®*

Association Management Toolkits (available on Manage Your Association under Resources for Managing Your Association):

<https://www.nar.realtor/ae/manage-your-association>

REALTORS® Association Models Planning Tool:

<https://www.nar.realtor/ae/manage-your-association/realtors-association-models-planning-tool>

Good Sense Governance:

<https://www.nar.realtor/about-nar/policies/good-sense-governance>

Checklist for New AEs: Chronological:

<https://www.nar.realtor/ae/manage-your-association/resources-for-new-aes/checklist-for-new-aes-chronological>

Strategic Planning Resources Toolkit:

<https://www.nar.realtor/ae/manage-your-association/strategic-planning-resources-toolkit>

Shared Services Toolkit:

<https://www.nar.realtor/ae/manage-your-association/shared-services>

Manage Your Association:

<https://www.nar.realtor/ae/manage-your-association>

AE Institute:

<https://www.nar.realtor/events/ae-institute>

AE Mentor Program:

<https://www.nar.realtor/AEmentor.nsf/WebStart?Openform>

Association Executives Committee (AEC):

<https://www.nar.realtor/ae/association-executives-committee-aec>

Coronavirus: A Guide for REALTOR® Associations:

<https://www.nar.realtor/ae/coronavirus-a-guide-for-realtor-associations>

* **2:00 – 2:30 pm:  Core Standards 101**  
  [*Andrea Bushnell*](https://www.nar.realtor/andrea-bushnell)*, RCE, CEO, North Carolina REALTORS®*

*Mike Valerino, RCE, CAE, COO, Akron Cleveland Association of REALTORS®, OH*

The Three-way Agreement:

<https://www.nar.realtor/about-nar/policies/the-three-way-agreement>

Core Standards for State and Local Associations:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations>

Core Standards Criteria:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations/core-standards-criteria>

Core Standards FAQs:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations/faqs>

Core Standards Resources & Criteria:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations/core-standards-resources-criteria>

What’s New with the Core Standards in 2021:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations#new2021>

REALTOR® Party Resource Guide:

<https://www.realtorparty.realtor/wp-content/uploads/resource-guide/MRP-Resource-Guide.pdf>

Core Standards Certification Form:

<https://www.nar.realtor/corestand.nsf/mainmenu?openform>

Note: AEs who are also the POE for M1 (NRDS) will sign into the Core Standards Certification Form using the username/password tied to their personal M1 ID.

* **2:30 – 3:00 pm: Association Leadership Programs and Resources**  
  [*Cindy Sampalis*](https://www.nar.realtor/cindy-sampalis)*, Director, Engagement and Association Leadership Development/ALD staff team*

Resources for Association Executives:

<https://www.nar.realtor/AE>

Association Executives Committee (AEC):

<https://www.nar.realtor/ae/association-executives-committee-aec>

AEC Advisory Boards and Committee Reports:

<https://www.nar.realtor/ae/association-executives-committee-aec/aec-advisory-boards-and-committee-reports>

AEC Work Group Rosters:

<https://www.nar.realtor/ae/association-executives-committee-aec/work-groups>

Volunteer for the AEC:

<https://www.nar.realtor/ae/association-executives-committee-aec/volunteer-for-the-aec>

Committee Selection Process:

<https://www.nar.realtor/national-leadership/committee-members-liaisons/committee-selection-process>

REALTORS® Legislative Meetings & Trade Expo:

<https://www.legislative.realtor/>

REALTORS® Conference & Expo:

<https://www.conference.realtor/>

AE Institute:

<https://www.nar.realtor/events/ae-institute>

William D. North AE Institute Scholarship:

<https://www.nar.realtor/ae/professional-development/ae-awards-and-recognition/william-d-north-ae-institute-scholarship>

AEI Year-Round Virtual Sessions:

<https://www.nar.realtor/aei-year-round-virtual-sessions>

REALTOR® Association Certified Executive (RCE) Designation:

<https://www.nar.realtor/designations-and-certifications/rce-designation>

REALTOR® Association Management Self-Study Courses:

<https://www.nar.realtor/ae/professional-development/realtor-association-management-self-study-courses>

The AE Competencies and Body of Knowledge:

<https://www.nar.realtor/ae/professional-development/the-ae-competencies-and-body-of-knowledge>

*The Answer Book*:

<https://www.nar.realtor/ae/professional-development/the-answer-book>

RCE Flashcard App:

<https://www.nar.realtor/designations-and-certifications/rce-designation/rce-flashcard-app>

Judith Lindenau RCE Scholarship:

<https://www.nar.realtor/ae/professional-development/ae-awards-and-recognition/judith-lindenau-rce-scholarship>

Association Management Toolkits (under Resources for Managing Your Association):

<https://www.nar.realtor/ae/manage-your-association>

Association Planning Calendar:

<https://www.nar.realtor/association-executives/association-planning-calendar>

REALTOR® Association Resource Exchange:

<https://www.nar.realtor/rare.nsf>

Resources for Association Executives:

<https://www.nar.realtor/AE>

Resources for New AEs:

<https://www.nar.realtor/ae/manage-your-association/resources-for-new-aes>

AE Mentor Program:

<https://www.nar.realtor/ae/ae-mentor-program>

New AE Webinar & Video Series:

<https://www.nar.realtor/videos/new-ae-webinar-video-series>

New AE Facebook group:

<https://www.facebook.com/newAE/>

AE Leaders of Tomorrow Young Professionals Award:

<https://www.nar.realtor/ae/professional-development/ae-awards-and-recognition/ae-leaders-of-tomorrow-young-professionals-award>

AEI Year-Round Facebook group:

<https://www.facebook.com/groups/AEIYearRound>

*REALTOR® AE Magazine*:

<https://www.nar.realtor/realtor-ae-magazine>

AE Awards and Recognition:

<https://www.nar.realtor/ae/professional-development/ae-awards-and-recognition>

**Wednesday, October 13**

* **1:00 – 1:30 pm: National Dues: What You Need to Know**  
  *Patricia Garcia, Director, Dues Compliance & REALTORS® Relief Foundation Services*  
  *Elizabeth Valdes, Dues Compliance Specialist*

Dues Information:

<https://www.nar.realtor/membership/dues-information>

REALTORS® Relief Foundation:

<https://www.nar.realtor/about-nar/grants-and-funding/realtors-relief-foundation>

* **1:30 – 3:00 pm: M1 (formerly NRDS Online) & E-Commerce Deep Dive**  
  [*Chris DeRosa*](https://www.nar.realtor/christine-derosa)*, RCE, CAE, Consultant, NRDS and E-Commerce*

Members First (M1):

<https://nar.m1.realtor/>

Code of Ethics Training:

<https://www.nar.realtor/about-nar/governing-documents/code-of-ethics/code-of-ethics-training>

Code of Ethics Training Toolkit for AEs

<https://www.nar.realtor/ae/manage-your-association/code-of-ethics-training-toolkit-for-aes>

Q&A: Ethics Training Requirements for New and Continuing Members:

<https://www.nar.realtor/about-nar/governing-documents/code-of-ethics/training/qa-ethics-training-requirements-for-new-and-continuing-members>

Model Bylaws for Local Boards:

<https://www.nar.realtor/about-nar/governing-documents/model-bylaws-for-local-boards>

Insights Hub:

<https://insightshub.realtor/>

Ecommerce:

<https://poe.realtors.org/nrdspoe>

M1/Ecommerce Support:

For boards only: 800-868-3225 or [nrdshelp@nar.realtor](mailto:nrdshelp@nar.realtor)

8:00 AM - 6:00 PM Central Time, Monday through Friday

NAR Code of Ethics Training and NAR Dues Policy Questions: Member Experience:

312-329-8399 | [NARPolicyQuestions@nar.realtor](mailto:NARPolicyQuestions@nar.realtor)

**Wednesday, October 20**

* **1:00 – 1:45 pm:  Advocacy & REALTOR® Party**  
  *Lauren Colicelli, AHWD, C2EX, NAR Director Political Fundraising*[*Helen Devlin*](https://www.nar.realtor/helen-devlin)*, Vice President, Strategy and Advocacy Operations*[*Jim MacGregor,*](https://www.nar.realtor/jim-macgregor) *NAR Director State and Local Programs*[*Erin Murphy*](https://www.nar.realtor/erin-murphy)*, NAR Senior Strategist, Consumer Advocacy*[*Christine Windle*](https://www.nar.realtor/christine-corrado-windle)*, NAR Director Community Outreach*

Advocacy Group Directory:

<https://www.nar.realtor/directories/advocacy-group-directory>

REALTOR® Party:

<https://realtorparty.realtor/>

* **1:45 – 2:15 pm:  DEI Panel**  
  *Ryan Davis, Director Diversity Engagement*

Actionable Roadmap for Local Association Diversity and Inclusion:

<https://www.nar.realtor/ae/actionable-roadmap-for-local-association-diversity-and-inclusion>

Leading With Diversity:

<https://www.nar.realtor/ae/leading-with-diversity>

Insights Hub:

<https://insightshub.realtor/>

Diversity Resources:

<https://www.nar.realtor/diversity>

Diversity, Equity & Inclusion Resources:

<https://www.nar.realtor/diversity/diversity-equity-inclusion-resources>

Diversity and Inclusion Grants:

<https://realtorparty.realtor/community-outreach/diversity/grant-applications>

National Multicultural Real Estate Organizations:

<https://www.nar.realtor/diversity/multicultural-real-estate-organizations/national-multicultural-real-estate-organizations>

New DEI and Fair Housing Modules:

<https://www.nar.realtor/ae/professional-development>

* **2:15 – 3:00 pm: NETWORKING BREAKOUTS**

**Wednesday, October 27**

* **1:00 – 1:30 pm: Code of Ethics Overview**  
  *Diane Mosley, RCE, Director, Training and Policy Resources*

The Code of Ethics:

<https://www.nar.realtor/about-nar/governing-documents/the-code-of-ethics>

Code of Ethics and Professional Standards:

<https://www.nar.realtor/about-nar/policies/code-of-ethics-and-professional-standards>

*Code of Ethics & Arbitration Manual* (CEAM):

<https://www.nar.realtor/code-of-ethics-and-arbitration-manual>

Fast Track Supplement to CEAM:

<https://www.nar.realtor/about-nar/policies/fast-track-supplement-to-ceam>

Changes to the Code of Ethics: Overview and Training Opportunities:

<https://www.nar.realtor/ae/manage-your-association/changes-to-the-code-of-ethics-overview-and-training-opportunities>

Frequently Asked Questions About the Policies Approved by the NAR Board of Directors (FAQs):

<https://www.nar.realtor/national-leadership/committee-members-liaisons/code-of-ethics-professional-standards-policies#changesfaqs>

* **1:30 – 2:00 pm: Membership Policies Support**  
  [*Dan Doepke*](https://www.nar.realtor/daniel-doepke)*, Director, Member Policy*

NAR Policies:

<https://www.nar.realtor/about-nar/policies>

Code of Ethics Training:

<https://www.nar.realtor/about-nar/governing-documents/code-of-ethics/code-of-ethics-training>

Core Standards for State and Local Associations:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations>

What’s New with the Core Standards in 2021:

<https://www.nar.realtor/ae/manage-your-association/core-standards-for-state-and-local-associations#new2021>

Association Governing Document Review Process:

<https://www.nar.realtor/about-nar/policies/association-governing-document-review-process>

Association Jurisdiction, Name Changes, and Mergers:

<https://www.nar.realtor/about-nar/policies/association-jurisdiction-name-changes-and-mergers>

Good Sense Governance:

<https://www.nar.realtor/about-nar/policies/good-sense-governance>

Governance Guide for Association Executives:

<https://www.nar.realtor/ae/governance-guide-for-association-executives>

NAR Policy Questions: Member Experience:

312-329-8399 | [NARPolicyQuestions@nar.realtor](mailto:NARPolicyQuestions@nar.realtor)

* **2:00 – 2:30 pm: MLS Policies and Delivery Services**  
  *Rodney Gansho, RCE, Director of Engagement*

MLS Policy:

<https://www.nar.realtor/about-nar/policies/mls-policy>

Summary of 2021 MLS Changes:

<https://www.nar.realtor/about-nar/policies/summary-of-2021-mls-changes>

*Handbook on Multiple Listing Policy* (HMLP):

<https://www.nar.realtor/handbook-on-multiple-listing-policy>

* **2:30 – 3:00 pm: NETWORKING BREAKOUTS**