



CITRUS VALLEY ASSOCIATION OF REALTORS®

CANDIDATE APPLICATION FOR N.A.R. DIRECTOR

PLEASE NOTE: The current Association President is not eligible to serve in the same year as N.A.R. Director. A written report, suitable for publication, is required immediately following the N.A.R. meeting(s).

PLEASE TYPE OR PRINT CLEARLY:

Name of Candidate: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

1. Profile your current business activities in the real estate industry, i.e., property management, commercial, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Number of years licensed: \_\_\_\_\_ CVAR Member #: \_\_\_\_\_

Have you ever been convicted or pleaded guilty of any DRE violation?  Yes  No  
If yes, attach a sheet explaining circumstances and resolution.

3. Will you be able to attend the following required meetings taking/time expense into consideration: New N.A.R. Director Orientation, Member/Director Forum, California Issues Briefing, Regional Caucus, Board of Directors Meeting?  Yes  No

4. You are also a C.A.R. Director during your term as N.A.R. Director. Will you be able to attend all C.A.R. Directors' meetings during your term?  Yes  No

5. N.A.R. Directors are expected to clearly and consistently advocate the interests of their fellow California REALTORS®. Support by each Director for these positions, especially those articulated in C.A.R. policy, is critical. Will you do so, if selected?  Yes  No

6. A. Describe your accomplishments as C.A.R. Director: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CVAR CANDIDATE APPLICATION FOR N.A.R. DIRECTOR

6. B. Candidates seeking re-appointment: Describe five key accomplishments as an N.A.R. Director: \_\_\_\_\_

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6. C. How many years have you served as N.A.R. Director? \_\_\_\_\_

6. D. New Candidates: What would you bring (contributions) to N.A.R. on behalf of C.A.R. if you were nominated a N.A.R. Director? \_\_\_\_\_

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7. Attendance Record: N.A.R. Meetings

A. N.A.R. Director seeking re-appointment. Indicate any absences from meeting(s) and circumstances:

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B. Non-N.A.R. Director: Indicate N.A.R. meeting(s) and year(s) attended as a Non-N.A.R. Director: \_\_\_\_\_

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CANDIDATE: To complete this application:

1. Sign the application
2. Review and sign the California N.A.R. Directors Being An Effective Representative Guidelines (attached).

To the best of my knowledge, the information contained in the application package is true and correct.

Signed: \_\_\_\_\_  
(Candidate)

**Please to Shawn Glazier at [shawn@cvar.net](mailto:shawn@cvar.net)  
by Thursday, April 16, 2026 by 4:00pm.**



CALIFORNIA ASSOCIATION OF REALTORS®

4/11/01

## CALIFORNIA N.A.R. DIRECTORS BEING AN EFFECTIVE REPRESENTATIVE

### ACCOUNTABILITY

As a California REALTOR® active in the National Association of REALTORS® you play a key role in the governance of the association. This is true regardless of whether you serve as a Director, committee/forum chairman or vice-chairman, committee/forum member, local association president or in some other capacity. It is also true regardless of whether you were selected as an N.A.R. Director by a large local association, large firm/franchise or C.A.R.

In your participation at N.A.R. you represent the interests of the REALTOR® community nationwide while serving as an advocate for the policy positions developed through the California Association of REALTORS®. To ensure that you fulfill your obligations to your colleagues, especially your fellow Californians, you must familiarize yourself with the issues facing the real estate industry and then work collectively toward effective responses through the association. You are empowered to actively participate in formulation of policy at the committee and Board of Directors level. It is an exciting and challenging responsibility.

Given the importance attached to your active representation of California REALTORS® at N.A.R., the C.A.R. Board of Directors currently authorizes specified financial support of each N.A.R. director. It is your responsibility to provide a return of true value to your fellow REALTORS® and your association for the investment made. Listed below are suggestions and information to help you optimize your opportunities as an advocate and decision-maker.

#### 1. KNOW THE ISSUES

As a Director you must assume responsibility for educating yourself about the many issues facing our industry and association. Some tips:

- a) Throughout the year reach out to REALTORS® in your community asking them about issues of importance to the industry that should be addressed through the association. Especially focus on market leaders for their insights.
- b) Read voraciously. Prior to each session C.A.R. provides via e-mail detailed background briefing materials. N.A.R. provides additional materials. These are cornerstones of your success as an informed Director.
- c) Listen to the Key Issues audio tape N.A.R. sends you before each meeting.
- d) Talk to the leadership of your local association, including the Association Executive, on a regular basis to get their insights on issues.

## **California N.A.R. Directors/Being An Effective Representative**

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- e) C.A.R. staff are an invaluable resource - utilize them. The same is true of N.A.R. Feel free to contact staff specialists in your areas of interest/involvement to dialogue issues before N.A.R. meetings.
- f) Check out the various online chat groups for REALTORS®.

### **2. YOUR OPPORTUNITIES FOR INPUT**

- a) Two regular N.A.R. Board of Directors meetings are scheduled each year -- Midyear and Convention. In addition, special meetings may be called, as provided in the N.A.R. Bylaws.
- b) Most California N.A.R. Directors will be assigned to a minimum of one national committee. Where possible, the Director will be placed on a committee they requested. Directors are encouraged to also attend and participate in other N.A.R. committee meetings where they have expertise or an interest.
- c) An N.A.R. Director from California is expected to be active in C.A.R. Business Meetings in order to better understand and represent the position of California REALTORS® in any business on the N.A.R. agenda. Whenever possible, try to coordinate your state and national committee participation, i.e., serve on tax issues - related committees at both levels. Even if this is not feasible, attend these related meetings at both C.A.R. and N.A.R. meetings so that you will be informed about the issues and be able to communicate the concerns of California's REALTOR® community.
- d) A California N.A.R. Directors Forum meeting takes place during each of the three C.A.R. Directors' Meetings. Directors are expected to attend this meeting during which issues of concern to California N.A.R. Directors will be discussed.
- e) Directors are expected to attend the California Issues Briefing session immediately following the opening N.A.R. Member-Director Forum. During the N.A.R. Directors meetings, the N.A.R. Directors from California also attend the Regional Caucus meetings for Directors of N.A.R. Region 13.
- f) Excused absences must be requested from the President of N.A.R. at the Chicago address (with copy to the State Association Headquarters). Two unexcused absences from N.A.R. meetings is cause for replacement.

### **3. REPRESENTING THE MEMBERSHIP**

- a) Although an N.A.R. Director from California must represent the interests of all REALTORS® he/she should carry the policy decisions of the C.A.R. Board of Directors to N.A.R. The Directors' personal viewpoints or opinions on issues should be expressed at the California-N.A.R. Directors Forum held in conjunction with C.A.R.'s three Directors' meetings and/or N.A.R. Regional Caucus meeting.

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- b) In those cases where C.A.R. does not have an official policy position or where a Director may feel compelled to speak in favor of an opposing position, the California N.A.R. Director should make clear in N.A.R. committees whether they are expressing personal viewpoints or C.A.R. policy positions. This will avoid misunderstandings and confusion.
- c) California N.A.R. Directors are reminded that each year the C.A.R. President appoints a C.A.R. Director to the position of N.A.R. Committee Representative on many C.A.R. committees. This individual, who serves as both a C.A.R. and N.A.R. Director, is responsible for acting as liaison between the C.A.R. Directors and a given N.A.R. Committee. Where more than one Californian are members of a given committee, the appointed N.A.R. Representative should act as the team leader and present any C.A.R. position or motions. Other Californians on the Committee should provide back-up to the Representative's presentation.
- d) The N.A.R. Committee Representative has the responsibility to report back to C.A.R. Committee where the policy/action item originated.
- e) California N.A.R. Directors are expected to report back to their local associations and Regions actions taken at the N.A.R. Directors' meetings.

### **4. THE ONSITE PROCESS**

- a) Much like the C.A.R. communication process, N.A.R. Directors will receive prior to each meeting via e-mail notices of agendas, background papers, etc. In addition you should visit One REALTOR® Place periodically to make sure you have downloaded all the information necessary to prepare yourself for the meetings.
- b) Part of your job is to be an active participant in this issues/policy formulation process. Network not only with Californians but REALTORS® from around the country - to advance our views on issues.
- c) When not attending meetings for which they have an official responsibility, Californians should attend other scheduled meetings. In this way, the Director may be able to provide support for Californians serving on that committee, share additional insights into an issue and build their own knowledge.

### **5. ACT REASONABLY AND IN GOOD FAITH**

- a) Unfortunately, volunteer leaders of most organizations are subject to increased legal scrutiny. The good news is that by acting in the reasonable, informed manner your exposure is fairly minimal.
- b) Just in case, the National Association presently carries errors and omissions liability insurance which provides coverage, within policy limits, to protect Directors from legal exposure that may result from actions taken by the Board of Directors.

c) A Director should keep in mind that:

1. There are many different viewpoints in the Association and sound reasons to support each of them. In evaluating a position, a Director should keep in mind that the Board of Directors is responsible to all members.
2. Criticism can be important to the growth and development of the Association provided it is constructive. A Director should consider the needs and feeling of others and deal with issues and facts, not personalities.

## **6. YOUR ROLE IN CLOSING THE LOOP**

- a) Just as you play a critical role in policy formulation, as a Director you have a responsibility to communicate the decisions reached. In some instances this is the most important part of your task and the one which receives the least attention.
- b) After the meetings you should assume as your personal responsibility the role of making sure that all key interested groups receive information on the decisions reached.
- c) Your goal should be to share information and decisions as broadly as possible with the general membership. Groups that you should always consider contacting include: your local association, other associations in your area and leading brokerage firms.
- d) View the communication process as a continuous loop. That is, while contacting people to report on decisions just reached use that opportunity to brainstorm issues that should be raised with the association in the future. Always close the loop.

## **SUMMARY**

Your service as a N.A.R. Director is a leadership growth opportunity to be utilized to the maximum. This is your chance to make a real difference for your industry and your fellow REALTORS®. By staying informed, actively participating in the policy-making process and then closing the communications loop back home by sharing the key decisions you are an effective advocate. The California Association of REALTORS® thanks you for your service.

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Signed: \_\_\_\_\_  
(Candidate)