

IREM[®] Volunteer Job Description

Position: IREM Regional Vice President

Position description

RVPs are a critical connection between IREM Headquarters and its chapters, and among the chapters within their regions. Nominated by IREM Nominating Committee, elected by Governing Council.

Core responsibilities

Ambassador – leverage knowledge and experience to represent and grow the IREM brand and membership; encourage chapters to activate brand value and consistency through messaging, member benefits and experiences; foster networking and connections to underscore value of membership; emphasize importance of HQ and chapters operating as one unified organization through all member touch points

Coach – assist chapters with advancing IREM's strategic initiatives at the local level; reinforce chapter best practices and fundamentals of running a strong chapter; identify key chapter management areas requiring further assistance; communicate to HQ staff necessary consultative, administrative, and resource support needed for direct follow-up to chapters

Guide – direct chapters to identify an optimal selection of professional learning opportunities through a focused strategy that provides value to members and maximizes chapter ROI

Visionary – encourage chapters to serve as a resource to seasoned industry professionals through every stage of their careers; emphasize importance of succession planning as a core chapter management component that ensures strong operations and long-term sustainability; inspire chapters to engage with every next generation of real estate management professionals in innovative, relevant ways

Strategic partner – serve as the conduit for fostering relationships and strengthening corporate and academic outreach efforts in the region to raise IREM's presence within local real estate management communities; promote value of IREM membership and certifications to corporations and academic institutions in collaboration with chapters

Desired skills and qualifications

- Must be a CPM[®]
- Must live and work within the region's jurisdiction
- Active engagement and knowledgeable about the real estate management business
- Previous experience as an elected chapter officer for at least two (2) years, including Chapter President
- Previous experience as an IREM volunteer
- Strong written and verbal communication skills
- Understanding of IREM's governance and operations
- Strong strategic thinking and analytical skills
- Passion for innovation and creative problem-solving

Commitments

- Two (2) year term, with onboarding beginning within six months prior to term begin date
- Serve on the RVP Advisory Council and participate in regularly scheduled virtual meetings
- Serve as an ex-officio Governing Councillor
- Attend RVP Retreat in the spring in Chicago (expenses covered by IREM)
- Attend IREM Leadership Forum (includes Governing Council) in the fall the year prior to term and during term
- Visit each chapter within region at least once annually (up to two (2) visits per year funded by IREM)
- Maintain regular, consistent communication with chapters within region
- Mentor incoming RVP during outgoing year to ensure a smooth transition
- Identify and recommend dynamic, emerging leaders as potential RVP candidates – encouraging them to apply