

## Volunteer Job Description: Regional Vice President

### Overview

RVPs are a critical connection between IREM<sup>®</sup> Headquarters and its chapters, and among the chapters within their regions.

### 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 touchpoints
- 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 NextGen 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<sup>®</sup> membership and credentials to corporations and academic institutions in collaboration with chapters

### Desired Skills and Qualifications

- Must be a CPM<sup>®</sup> Member
- 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 years, including Chapter President
- Previous experience at the national level
- 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-year term, with onboarding beginning within six months prior to term begin date
- Serve on the RVP Committee
- Serve as an ex-officio Governing Councillor
- Attend IREM Regional Meeting and IREM Global Summit
- Participate on regularly-scheduled RVP Committee virtual meetings
- Visit each chapter within region at least once annually (up to two visits per year funded by HQ)
- 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