



# Committee Volunteer Opportunities

## **Acknowledging Good Deeds Committee** – minimum of 5 people and up to 8 people

Meets roughly once a month to name the quarterly WCAR award winners. The committee also meets for several hours to finalize the awards for the annual Installation Banquet. Committee members note which affiliates and realtors are contributing to the community, volunteering for WCAR and recommend any other awards deemed appropriate to the Board of Directors. They also coordinate with Washington Realtors for submission of local winners as candidates for state recognition. They arrange for the trophies to be created and coordinate awards with the WCAR staff.

## **Great Programs Committee** – up to 5 people

Meets for a few hours to set up 11 programs for the monthly association meetings. Speakers should be chosen for their ability to educate and inform affiliates and realtors about issues important to the real estate community. Past successful presenters have been panels of underwriters, appraisers and attorneys, community economic updates, and issues that focus on water quality and wells, septic tanks and oil tanks as well as legislative updates. The committee writes a description of the presentation, obtains a bio of the speaker for their introduction and also arranges for a breakfast sponsor. Sponsors are given a few minutes to present their company and the programs/benefits they can provide to the real estate community. This committee works with the President Elect.

## **Fun Banquet Committee** – up to 8 people

In consultation with the President Elect, arranges the place, menu, theme and décor of the annual Installation Banquet. Profits from any fundraising activities are donated to a board approved cause. Time involved is dependent upon number of committee members. Work starts at the end of summer and continues until January of the following year. Estimated time involvement is once a month for an hour in the summer months and then an hour every two weeks until the banquet.

## **Education Committee** – up to 5 people

Create educational opportunities for members. Committee arranges meeting place, class, speaker, class budget and advertisements to members through the communications group. The committee meets monthly or on an as needed basis depending on the class schedule. This committee liaisons with the board member overseeing education.

## **Golf Tournament Committee** – up to 4 people

This annual golf tournament is a fundraiser for Habitat for Humanity. Members of this committee select the golf course, and arrange for all details of the tournament including door prizes, sponsors, awards and food. Members of this committee are also given tickets to the annual BIA golf tournament as they trade tickets with WCAR.

## **Government Affairs Committee** – up to 3 people

Works with the Past President to arrange for speakers at the monthly meetings on topics that are important to the real estate industry. Committee meets monthly for roughly an hour to plan the meeting.

## **Banking Committee** – up to 8 people

Serves as a resource to the WCAR and educates the Realtors and other affiliates on changes in the banking industry that affect real estate transactions. Past endeavors have included classes that are targeted to realtors dealing with financing, regulatory or collateral topics, flyers on financing changes, and short presentation to the membership about critical updates to real estate financing. This committee meets once a month or quarterly as needed.

## **Bowling Committee** – up to 4 people

The annual bowling event benefits the Food Bank. Committee members reserve the bowling alley, work with the communication committee to advertise the events, arrange for on-line ticket sales, food and prizes. The committee meets in the fall for a few hours to plan the event.

**Realtor Political Action Committee** – up to 3 people

Plans the annual fundraiser to raise money for issues important to the real estate industry. This committee arranges for the event MC, a speaker on legislative issues, and coordinates the annual auction. They also oversee the paperwork that is required and send in the reports to the Public Disclosure Commission. Estimated time involved is a few hours of planning before the event and then an hour after the event to submit the paperwork.

**Publicity Committee** – up to 3 people

Writes press releases for local publications, collects pictures from Realtor events and does a suitable write up for social media posting. This committee looks for opportunities to spread the word about Realtors and promotes the association to the public.

**Communications Committee** – up to 8 people

Promotes events and issues and works with the website host to learn how to handle updates and request and maintains the website. The committee acts as an advocate for WCAR and handles FB posts, Constant Contact communications and website maintenance. In addition the committee arranges for and schedules the monthly socials, obtains sponsors and raffle items for monthly socials. The committee provides updates about events at the WCAR breakfast meetings.

**Bylaw Committee** – up to 5 people

Reviews WCAR bylaws to ensure consistent practices conform with current operations and complies with NAR core standards. Time involved varies but can be up to one hour a month. This committee works with a board member in charge of bylaws.

**Special Forces Task Force**

Designed for those who want to donate a limited amount time for specific events. This could involve registering attendees, selling raffle tickets, running a booth or a game at an event, supply office assistance or other special projects. Time involved is dependent on the event.

**Expectations**

All committee members are expected to serve a term of at least one year on their committee. There is no cap on how long they can serve on a committee. Committee members are expected to attend all committee meetings and are to notify the chair of the committee at least 24 hours in advance if they cannot attend. Committee members are expected to be active in the Association evidenced by attending association breakfasts, fundraising events, the installation banquet and socials.

Committee Volunteering

1<sup>st</sup> choice \_\_\_\_\_

2<sup>nd</sup> choice \_\_\_\_\_

3<sup>rd</sup> choice \_\_\_\_\_

Name \_\_\_\_\_

Office \_\_\_\_\_

Skills/Interests \_\_\_\_\_

Please turn into the President or email this completed sheet to the WCAR office at [info@wcar.net](mailto:info@wcar.net)

**Thank you for your commitment to our community and to the  
Whatcom County Association of Realtors!**