

Columbus REALTORS® | Executive Profile

About

Founded in 1908, Columbus REALTORS® serves over 8,000 real estate professionals in Central Ohio who are engaged in residential sales and leasing, commercial sales and leasing, property management, appraisal, consultation, real estate syndication, land development, and more.

Columbus REALTORS® is the 35th largest association of real estate professionals and is one of nearly 1,800 in the country which make up the largest trade association in the world, National Association of REALTORS® (NAR).

Introduction of Opportunity

The Board of Directors (Board) of Columbus REALTORS®, represented by a diverse group of real estate industry professionals, seek to identify a forward-thinking, inspiring and collaborative individual who will provide strategic leadership as the next Chief Executive Officer (CEO). The CEO will drive innovative thinking, inspire new ideas and lead Columbus REALTORS® in promoting professionalism and service to its members while overseeing the management of the Association, its MLS and Foundation. The next leader will advance a compelling vision, co-created with the Board, to elevate the value Columbus REALTORS® brings to its members, the real estate consumer and the community at-large.

Priorities of the CEO

The Board engaged dozens of Columbus REALTORS® stakeholder representatives to share perspectives on the most important priorities for the next CEO. The Board and search committee have endorsed the following priorities for the next leader:

VISIONARY LEADERSHIP

As the primary champion for Columbus REALTORS®, the CEO will share and guide a compelling vision for the Association to inspire and gain the confidence and trust of the members served.

- Clearly communicate the identified issues and strategic solutions to promote the Association's relevance and reputation, garnering support for Columbus REALTORS® mission.
- Proactively partner with the Board and inclusively convene partners to refine, focus and thoughtfully transform strategies that are reflective of the needs of the Columbus REALTORS® membership.
- Design and oversee the execution of an agile plan, attainable goals and measurable outcomes, supporting the achievement of strategic goals.

STRATEGIC EXECUTION

The CEO will serve as the principal resource and partner with the Board and the Columbus REALTORS® executive leadership team to develop and deliver organizational goals.

- Ensure coordination and alignment of Columbus REALTORS® activities to the strategic direction of organization.
- Provide direction in policy formulation and interpretation.
- Demonstrate strong knowledge of and lead constituent support for Columbus REALTORS® mission and objectives.

EXTERNAL RELATIONS AND ADVOCACY

The CEO will serve as an effective spokesperson for Columbus REALTORS® representing the Association and advocating for the real estate industry and the rights of private property ownership.

- Engage with local government matters affecting the real estate industry; maintain liaison with community, business and legislative organizations affecting the housing industry in the Greater Columbus area.
- Communicate consistently and regularly with relevant parties to promote the interest and active participation in and support of Association activities.
- Stay informed on the real estate industry through the review of all regular and special publications of the National Association of REALTORS® and its Institutes, Societies and Councils. Review publications of other local and state REALTOR® associations.
- Serve as an effective spokesperson for Columbus REALTORS® to a wide variety of audiences, representing programs and achievements to membership, the general public via mass media as necessary.
- Maintain effective relationships with other organizations, both public and private, and ensure that association and membership positions are enhanced in accordance with the policies and objectives of the Association.
- Plan, coordinate, and conduct public relations programs to enhance public acceptance of the industry.
- Act as a direct liaison with the state associations and the National Association of REALTORS®.
- Serve on state and national committees if appointed, providing a benefit to the Association.

ORGANIZATIONAL EFFECTIVENESS

As the lead administrative officer for the Association and for its wholly owned subsidiary MLS corporation, the CEO is accountable for building and leading high-performing teams to achieve organizational results and is accountable for the Association's operational excellence.

- Ensure the Columbus REALTORS® staff is aligned and collaborating.
- Maintain operational excellence through high standard and procedures, fiscal integrity and compliance within policies set by the Board and Columbus REALTORS®.
- Directly supervise executive leadership positions and establish individual goals, and assess staffing needs to meet organizational objectives within budget parameters.
- Assess organizational capacity to implement strategies and identify gaps; develop plans of contingency and succession.
- Execute contracts and commitments as authorized by the Board or within established policies.

FINANCIAL PERFORMANCE AND SUSTAINABILITY

With prior demonstrated experience in oversight of financial management of an organization of similar size and scope, the CEO will hold ultimate responsibility for the fiscal performance and long term sustainability of Columbus REALTORS®.

- Using financial acumen and a keen ability for setting priorities, the CEO will ensure best management practices are in place for accountability and that overall financials are aligned with the strategic direction set by the Board.
- Oversee the preparation of the annual budget of the Association and subsidiaries.
- Ensure that all funds, physical assets, and other association property are appropriately safeguarded and administered; operate within the approved budget.
- Work with finance staff to manage and monitor organizational budget compliance.

BOARD ENGAGEMENT

The CEO will work with the Board to design focused and relevant meeting agendas and follow up/through on all resulting actions.

- Partner with the Board to establish a strategic plan that supports the agreed upon vision, yet enables the Association to easily adapt to change as necessary.
- Plan, formulate and recommend for the approval of the Board basic policies and programs that will further organizational objectives.
- As appropriate, join the Board in the recruitment and onboarding of new members to complement the Association's governance and leadership needs.
- Attend all meetings of the Board; maintain official minutes of the Board of Directors and other official Association meetings.
- Serve in the capacity of an ex-officio member of the Board.
- Be transparent, timely and concise in communication to and from the Board.
- Ensure that the Board is fully informed of organization conditions and of all important factors influencing them.
- Identify and recommend to the Board candidates for the Board and Board Committees.

Key Qualifications and Competencies

- At least five years of executive level management experience and demonstrated success in leading and managing an organization of similar staff size and budget; membership association experience preferred.
- College degree preferred. Real estate industry or REALTOR® Association background is desired. Relevant designations such as the REALTOR® Association Certified Executive (RCE) and/or Certified Association Executive (CAE) designations desired.
- Deep understanding of trends and issues affecting the association/real estate industry.
- Excellent leadership qualities paired with solid decision-making skills that inspire employees and REALTOR® members to embrace the vision and strategy of Columbus REALTORS®
- Comprehensive knowledge of association/organizational administration, operations, financial management, strategic planning, member relations, as well as assessment and improvement techniques.
- Excellent communication and public speaking skills and the ability to leverage relationships to increase Columbus REALTORS® visibility in the community.
- Ability to ensure long term fiscal health of the organization by working with the Board, by maintaining safeguards to protect the organization's positive financial position and cultivating a diverse array of funding streams.
- Forward-looking thinker who actively seeks opportunities and proposes solutions.
- Established interpersonal skills with ability to build relationships with member organizations, Board members, and external partners including local, state, and national associations.

Process of Candidacy

BeecherHill is pleased to partner with the Columbus REALTORS® search committee and Board of Directors on this critical search. Please submit nominations, referrals and resumes with preferred contact information to our Firm:

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