



BRR Career Center Policy

Boise Regional REALTORS® (BRR) is pleased to offer our Career Center as a resource for our members and the public. The Career Center is designed to be beneficial to the user while upholding IREC's rules, RESPA rules, and industry standards. By utilizing the Career Center, either as a job seeker, an employer, or as an advertiser, the user is agreeing to abide by the following policy. BRR reserves the right to update policies at any time. Current policies can be found at boirealtors.com.

JOB POSTINGS

Career Center job posts are open to both members and non-members alike, but only active BRR members or those listed as the user's authorized representative will receive member pricing. Membership dues for the user must be paid prior to, or in conjunction with, the purchase of a job posting. Memberships are tied to the individual, so if an organization's authorized representative leaves the organization, the new authorized representative must have an active membership to receive member pricing for any additional postings purchased. Purchased job postings will not move with authorized representatives to a new company/organization. *Job postings are non-transferable.*

All paid postings are subject to BRR's approval before being shared and must adhere to the restrictions laid out in the policy. Please note that YourMembership will present the job post with the exact spelling, details, and style as entered at careers.boirealtors.com. BRR is not responsible for the content included in backfilled job postings.

This site may feature some job posts back-filled from outside search engines through YourMembership. Neither YourMembership or BRR is responsible for the content of such posts, and they are not subject to our Career Center Policy. However, BRR will attempt to identify and remove any back-filled posts not in compliance with our Career Center Policy. You may report any post not in compliance to annie@boirealtors.com.



SAMPLE OF ACCEPTABLE JOB POST

Licensed Real Estate Agent

XYZ Brokerage

DESCRIPTION

Brokerage XYZ is a fast growing company who is looking for enthusiastic and dedicated agents to join us. If you are ready to grow to the next level or want to get into the business with an established group of experts to set you up for success, we'd love to talk to you!

Brokerage XYZ consistently ranked in the top 10 best places to work in all of Idaho ([Source](#)). Learn more about us at [brokeragexyz.com](#).

RESPONSIBILITIES

As an agent with Brokerage XYZ, you will be an independent contractor and all responsibilities listed are based on tasks that we recommend agents do consistently as part of a successful real estate business. This is not a comprehensive list of duties.

- Consult with clients in order to discover their property wish list and help them find properties that meet those needs
- Regular and consistent follow up activities with leads, including phone calls, texting, and emails
- Prepare "comparable market analysis" to establish market values for your sellers using the MLS
- Complete documents such as buyer agency contracts and purchase agreements
- Hold regular open houses for active listings
- Attend training opportunities as suggested by your broker and mentors
- Network and market to prospect for new clients

QUALIFICATIONS

- Hold or be actively working toward an Idaho real estate license
- Willingness to learn
- Strong work ethic and drive
- Serve as an advocate for your clients' best interests
- Willing to work flexible hours, including evenings/weekends
- Must be high-school graduates and at least 18 years of age

JOB INFORMATION

Location: Boise, ID

Position Title: Residential Real Estate Sales

Company Name: XYZ Brokerage

Job Function: Residential Real Estate Sales

Job Type: Commission

Min Education: Real Estate License / High School

ADVOCATE • EDUCATE • CONNECT



Job posts **MAY NOT:**

- Posts may not include vulgar language or obscene images
- Posts may not compare your company to any similar businesses or companies providing similar services
- Posts may not contain details about commissions rate or fee splits
- Posts may not contain non-confirmable boasting (i.e., greatest company in the world or best place to work ever, #1 real estate firm, etc.)
- Posts may not promote or gift your own education course offerings that are in direct competition with BRR, either as a live presentation or online format
- Posts may not use BRR's logo or name without prior written consent of BRR's Director of Communications
- Posts may not duplicate BRR's branding or alter BRR's logo in any way
- Posts may not suggest that BRR endorses or supports your organization over another
- Any claims included must be credited to a reputable, publicly accessible source

Should a job posting be rejected, BRR will notify the user and provide required adjustments for post approval. If you are unable or unwilling to make these adjustments, you will be fully refunded any fees paid.

Organizations are limited to one (1) post per position for every thirty (30) days to prevent duplicate positions from being posted from one organization. Those who purchase recruiting posts may only purchase one (1) post for such purposes every thirty (30) days.

BRR reserves the right to terminate any posting on the Career Center at any time if the user's actions, behaviors, or statements are not in alignment with BRR's mission statement, objectives, as outlined in the bylaws and policies, or restrictions. *Terminated job postings are non-refundable.*

ADVERTISEMENTS

Career Center advertisements are open to both members and non-members alike, but only active BRR members listed as the user's authorized representative will receive member pricing on advertisements. Membership dues for the authorized representative must be paid prior to, or in conjunction with, the purchase of a Career Center advertisement. Memberships are tied to the individual, so if the authorized representative leaves the organization, the new authorized representative must have an active membership to receive member pricing for any additional advertisements purchased. Advertisements will not move with authorized representatives to a new company/organization. *Advertisements are non-refundable and non-transferable.*

ADVOCATE • EDUCATE • CONNECT



REQUESTED CONTENT/ARTWORK

All required components of your sponsorship agreement (payments, logos, marketing materials, etc.) must be delivered to YourMembership before the noted deadline. BRR and/or YourMembership will remind you of required materials and deadlines, but ultimately it is the user's responsibility to provide content/artwork. If materials are not received by the listed deadline, BRR does not guarantee receipt of that benefit or a refund of posting/advertising cost.

BRR also reserves the right to request replacement content for ads that they deem inappropriate or that are against the rules laid out in this policy. If you are unable or unwilling to provide alternative materials, you will forfeit posting and/or advertisement and will be fully refunded any fees paid.

SAMPLE OF ACCEPTABLE ADVERTISEMENT



Ads and promotions **MAY NOT:**

- Compare your company to any similar businesses or companies providing similar services
- Contain details about commissions rate or fee splits
- Contain non-confirmable boasting (i.e., greatest company in the world or best place to work ever, #1 real estate firm, etc.)
- Advertise, promote, or gift your own education course offerings that are in direct competition with BRR, either as a live presentation or online format
- Share opportunities that are only open to the agents or affiliates of the sponsor company
- Use BRR's logo or name without the consent of BRR's Director of Communications
- Duplicate BRR's branding or alter BRR's logo in any way
- Suggest that BRR endorses or supports your organization over another

The final decision regarding placement and/or juxtaposition of purchased ads shall rest with BRR and YourMembership based on ads included in the purchased package.

It is the responsibility of the user to provide BRR with any changes to its logo or company name and allow ten (10) business days for changes to be implemented to digital elements.

ADVOCATE • EDUCATE • CONNECT



BRR reserves the right to terminate any advertisement on the Career Center at any time if the user's actions, behaviors, or statements are not in alignment with BRR's mission statement, objectives, as outlined in the bylaws and policies, or restrictions. *Terminated advertisements are non-refundable.*

PRODUCT AVAILABILITY

While BRR staff does their best to update Career Center product availability online, if the package or product requested is not available at the time the purchase agreement is submitted, the requesting company/organization will be offered other available opportunities of equal value, when possible.

Questions about the Career Center or this policy can be directed to Annie Exline at annie@boirealtors.com or 208-376-0363.