

Keller Williams Realty Select Faculty Covenant Agreement

*Denotes required commitment.

Congratulations! Your performance and expertise have qualified you for appointment to Keller Williams Realty Select Master Faculty. Should you choose to serve, we ask that you commit to the below covenants, which you will initial. Our research shows that the instructors have consistently seen an increase in production after they have instructed a class.

RESULTS

- ___ *Avoid bringing “coffeepot” issues to our Faculty meetings and focus on Growth, Productivity, Profitability, and Culture.
- ___ Ask questions if I am uncertain as to whether we are meeting, exceeding, or falling short of the goals set forth from the ALC, Leadership and the Education Committee.
- ___ Ask questions if I am uncertain how to present information in an efficient/effective manner, as I’m not the only one who struggles with this.
- ___ Take the time to review the course curriculum, coordinate with the Agent Services Coordinator, and prepare at least 72 hours prior to my scheduled class so I can be a productive contributor in class and at faculty meetings.
- ___ Set aside all personal agendas so I’m always looking out for what’s best for all of our agents.
- ___ *Take attendance at each class and turn attendance record in to the Agent Services Coordinator.
- ___ *5 minutes prior to the conclusion of class, have the students(agents) complete an anonymous online evaluation form

LEADERSHIP

- ___ Review class offerings, market, & invite agents to attend Market Center classes.
- ___ If asked, share my marketing materials, lead generation ideas, forms, tools, strategies, etc.
- ___ Be a WI4C2TS role model when I’m instructing, among agents and staff: e.g., smile, make eye contact, say “hello,” treat people with kindness.
- ___ Be high minded by not gossiping, being a victim, having an attitude of entitlement, throwing temper tantrums, or using passive- aggressive behaviors to get my way.

TRAINER STANDARDS

- ___ *Be a \$2,000,000+ Capping Agent
- ___ *Attend Train the Presenter course when offered in the region
- ___ *Take the Certification Training required for Enhanced Ignite as soon as possible.
- ___ *Agrees to attend at least one of the following KWRI’s events: Family Reunion, Mega Camp, Masterminds, BOLD or is enrolled in MAPS Coaching during the year of faculty involvement.
- ___ *Deliver at least 8 KW Curriculum Courses to include KW Curriculum (Ignite, MREA, Shift, Profit Share, 36:12:3, 6 Personal Perspectives, Win with Buyer, Win with Sellers, and etc.) training sessions per calendar in the Market Center. Courses can be delivered in any one month, quarter or spread throughout the year at faculty member’s choice.
- ___ *Arrive 15 minutes prior to the start of my class to set up and greet people as they arrive.
- ___ *If I cannot make it to a class I agreed to deliver, I will use the list of approved Master Faculty for MC 373 and find a substitute trainer at least one day in advance to give the new trainer time to prepare.
- ___ *Attend and review at least one Master Faculty class for peer review
- ___ *Attend quarterly Master Faculty meetings

POLICIES AND GUIDELINES

- ___ *Read and support the policies and guidelines in the KW Policies & Guidelines Manual.
- ___ *Follow the course material so the agents get the most out of each class. Specialty classes may require my personal development of Course content. See Productivity Coach for more direction.

MEETING ATTENDANCE

- ___ Commit to attend quarterly faculty meetings.
- ___ *Be respectful of agents, leadership staff, other faculty members time by starting and ending class on time

<i>Faculty Member's Signature</i>	<i>Date</i>	<i>Print Name</i>	
<i>Team Leader's Signature</i>	<i>Date</i>	<i>Productivity Coach Signature</i>	<i>Date</i>