

**KANSAS ASSOCIATION OF REALTORS®**  
**STATEMENT OF ORGANIZATION AND PROCEDURE**  
**PROFESSIONAL DEVELOPMENT TASK FORCE**  
**Approved by Executive Committee – August 28, 2024**

**COMPOSITION:**

The Task Force shall consist of at least 11 members. The Chair and Vice Chair shall be selected by the KAR President-Elect and First Vice President respectively during the committee selection process.

It is recommended task force members have familiarity with KAR professional development opportunities and have, from time to time, attended courses, annual conferences and have been involved in KAR offerings.

**PURPOSE:**

To review all KAR professional development courses and offerings with an in depth look at overall member offerings and programming, marketing tools, member and market impact, competition, delivery methods, resource expenditures, growth opportunities and relationship to association goals and objectives.

To provide recommendations in all areas mentioned above.

**RESPONSIBILITIES:**

1. The Task Force will review all KAR professional development and educational courses and offerings.
2. The Task Force will evaluate the future of the Keynote Online Education program.
3. The Task Force will identify opportunities for change and areas of growth.
4. The Task Force will submit all recommendations to the KAR Executive Committee at the conclusion of their work.

**MEETINGS:**

1. The first meeting of the Task Force will be during the KAR Capitol Conference in January 2024 and the Task Force will meet throughout the year at other dates/times deemed necessary.
2. KAR Staff will prepare meeting materials and provide minutes of each Task Force meeting.
3. The Task Force will have a Professional Development Task Force Community on The Buzz where meeting information and discussion topics will be shared and dialogue amongst task force members will be encouraged.