

## Position Announcement

**Position:** Broker in Charge – Managing Broker  
**Reports to:** Region Manager  
**Location:** Russellville, AL

**American Forest Management (AFM)** is the largest forest consulting and real estate brokerage firm in the United States. AFM currently manages over 6 million acres of privately-owned timberland and has sold over \$2 billion in real estate through **AFM Real Estate (AFMRE)**. With 265 employees operating from 49 offices located in 16 states, AFM's team of professionals is focused on meeting client needs by providing a complete range of forestry services including land and wildlife management, land sale and acquisition services, forest inventory and design, growth and yield modeling, cash flow projections, environmental services, appraisal, forest resource data management and harvest scheduling.

### Full-Time Position

Experienced managing broker/salesperson who is passionate about the land sales business and helping sales agents specializing in land meet their potential. Area of responsibility will include north Alabama, Tennessee, and north Mississippi. Responsible to act as an intermediary between sellers and buyers of acreage properties. Position will market/ locate land real estate on behalf of clients and provide guidance to buyers/sellers to facilitate the purchase/selling process. Also responsible to recruit and manage team of contract sales agents within the assigned geography. Minimum of 45 hours per week required, vehicle provided, out-of-town and overnight work may be required (expenses paid).

### Responsibilities and Job Requirements

- As a Salesperson:
  - Provide guidance and assist sellers/buyers in marketing/purchasing property.
  - Determine clients' needs and financial abilities in order to propose solutions that suit them.
  - Intermediate negotiation processes consult clients on market conditions, prices, mortgages, legal requirements, and related matters to their benefit and ensure a fair and honest dealing.
  - Perform comparative market analysis/broker price opinion to estimate properties anticipated selling price and establish listing prices.
  - Position and market acreage property to possible buyers.
  - Prepare & review for accuracy necessary paperwork (listing agreements, contracts, leases, deeds, closing statements etc.)
  - Maintain and update listings of available properties. Maintain in a way that meets internal company requirements.
  - Cooperate with appraisers, escrow companies, lenders, and other external stakeholders to facilitate successful transactions.
  - Develop networks and cooperate with external agents and brokers, attorneys, mortgage lenders, and contractors .
  - Promote sales through advertisements in multiple mediums.
  - Remain knowledgeable about real estate market areas assigned, possible land uses, highest and best uses of property, and have.

- As a Managing Broker:
  - Recruit, lead, and supervise a group of independent thinking- competent land sale agents.
  - Review of all transactions and deals.
  - Review all marketing materials and be sure material is legally compliant and content/message is consistent with AFMRE brand.
  - Be responsible for record keeping in a manner that is legally compliant with State regulations and internal company policies.
  - Be responsible for maintenance of trust account and ongoing recording keeping associated with trust account that is legally compliant in the states of operation. Be responsible for deposits and disbursements from trust account for all transactions by agents under the managing broker's supervision.
  - Demonstrated ability to lead a sales team. Working with agents to set and meet sales and career goals.
  - Coordinate agent training opportunities, mentor, and provide ongoing general guidance and support.
  - Implement, improve internal company systems to increase efficiency.
  - Ability to prepare budgets, manage expenses, and maintain profitability of the real estate service group.

### **Experience and skills**

- Valid current real estate broker's license in AL. Existing managing broker status in TN and MS or ability to obtain status within 6 months.
- Proven working experience as a land focused managing broker/sales agent or experience in a related field. 3+ years of sales experience and 5+ years of professional related field experience.
- Knowledge in multiple aspects of rural real estate including timber, forestry, agriculture, recreation, wildlife habitat, hunting, minerals, soils, conservation, and other attributes that effect land use and values.
- Proven track record of successful sales.
- Strong sales, negotiation, and communication skills.
- Familiarity with Microsoft office applications, county land record system searches, and ability to learn internal GIS mapping systems within 12 months.
- Meet sales goals and adhere to annual budgets to ensure profitability.
- Ability to work independently combined with excellent interpersonal skills.

### **Salary and Benefits**

- Compensation structure commensurate with qualifications and experience.
- 9 Paid company holidays
- Paid vacation schedule
- Company assigned vehicle
- Healthcare and disability plan
- Tuition Reimbursement Program
- Ongoing professional development training
- 401 (k) retirement plan with company match

**To apply, please go to: <http://atsod.com/j/s.cfm/XVF>**