

# Guest Speaker Application

## First Time Homebuyer Course Guest Speaker Application

HCP and NSR are seeking **Guest Speakers for First-Time Homebuyer Education Courses.**

Please complete the following information and return the application with your resume and a high resolution headshot to: [Cass@northshorerealtors.com](mailto:Cass@northshorerealtors.com).

**In which field are you a subject matter expert (please check all that apply):**

- Real Estate Law       Home Inspection       Insurance       Budget/Credit
- Mortgages       Appraisals       Real Estate/REALTOR®       MassHousing/MHP

### Contact Information

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Job Title: \_\_\_\_\_

Company Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Website (if applicable): \_\_\_\_\_

**Please provide a short bio here** (to be used in HCP/NSR marketing materials for the class):

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**Industry Experience - Please list the services you provide, number of years in business, and any particular emphasis/expertise.**

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**Teaching Experience - Please list any training you have received, courses you teach, number of years teaching, and field and topics taught. Also note any virtual learning teaching experience.**

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**List all languages you speak fluently:** \_\_\_\_\_

**Please provide three (3) speaking/instructor references and their contact information:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Help us to understand your motivation to become a Guest Speaker. Please describe why.**

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**Speaker Selection Criteria**

Guest Speakers will be selected by the Homebuyer Education Steering Committee based on the information provided in this application and the following criteria:

- Agree to abide by HCP/NSR’s Conflict of Interest Policy, page 3 of application
- Agree to REALTOR® Code of Ethics
- Certify to having a thorough knowledge of the subject matter in the area in which (s)he is speaking
- Agree to participate in future Train-the-Trainer coursework upon implementation of the program
- 4-8 instructors/speakers will be select for each area of expertise
- Lender/loan officer instructors/speakers sponsorship required



# Conflict of Interest Policy

## HCP/NSR Homebuyer Education Course

- While speaking or conducting post-workshop counseling, the Guest Speakers shall be mindful that the goal of the workshop is to provide a homebuyer with objective, non-biased information relative to their home search/purchase.
- There shall be no self-promotion by a Guest Speaker of that individual's or company's consumer products or services.
- If a Guest Speaker is asked a specific question about his/her/company's products and services, the Guest Speaker should ask the prospective homebuyer to discuss it with him/her following the workshop.
- If a Guest Speaker is approached following a workshop, a Guest Speaker may answer questions asked by the prospective homebuyer but the advice must be focused on what would be the homebuyer's best interest(s) without regard to the benefit of the Guest Speaker.
- Marketing materials: A Guest Speaker or sponsor may bring informational materials and/or materials displaying their contact information, but shall not promote themselves or their services. Materials will be left on the registration table.
- Clothing/name tags: A Guest Speaker shall dress professionally without displaying company logos/names or nametags.
- Guest Speakers serving on the NSR Board of Directors will disclose their involvement to program participants.

By signing below, the applicant has certified that (A) he or she has read the NSR's Homebuyer Education Steering Committee's Conflict of Interest Policy; (B) agrees to adhere to these policies and (C) the included information is accurate and truthful.

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(print)

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(Signature)

Date: \_\_\_\_\_



Please return this completed application along with a high resolution photo and resume to Cass Bernabel at [Cass@northshorerealtors.com](mailto:Cass@northshorerealtors.com).  
Questions? Contact Cass Bernabel at 978 232 9410