

BOMI International's Instructor Application



The following information is required of all instructors for BOMI International courses, whether delivered by BOMA Locals, corporate sponsors, or through BOMI accelerated review format. In addition to completing this form, please provide BOMI International with a current resume.

Personal Information

Full Name: _____
Last *First* *M.I.*

Address: _____
Street Address *Apartment/Unit #*

_____ *City* _____ *State* _____ *ZIP Code*

Home Phone: _____ Cell Phone: _____

Home E-mail Address: _____

Birth Date: _____ Do you **prefer** BOMI to contact you at: **Work** **Home**

Employer Information

Title: _____ Employer: _____

Work Location: _____ E-mail Address: _____

Work Phone: _____ Fax Number: _____

Work Address: _____
Street Address *Suite*

_____ *City* _____ *State* _____ *ZIP Code*

General Educational Background: (Please check all that apply)

RPA FMA SMA SMT

Associate Degree (A.A./A.S.) Bachelors Degree Masters Degree

Doctorate (Ph.D./Ed.D.) Law Degree (J.D.) C.P.A.

College/University Name: _____

Other/Certificates held (please list) _____

Please list your Professional Association Memberships: (active and current only)

List the professional accomplishments you have achieved in the commercial property industry (for example: awards, publications, and promotions).

Are you fluent and able to teach (read & write) in any other language? (Please select a level to all that apply)

English

Spanish

Chinese

Russian

 Other / (Please Specify) _____

Are you willing to travel to teach? (check one)

 Yes

 No

If yes, please check all that apply. I am willing to travel:

 Regionally, in my local area

 Nationally, throughout the country

 Internationally

Real Estate Board Membership

Are you a member of a Real Estate Board?

 Yes

 No

If so, where? _____

Sales License Number: _____

Expiration Date: _____

Sales Licensing State: _____

Broker License Number: _____

Expiration Date: _____

Broker Licensing State: _____

Has your license ever been suspended or revoked?

 Yes

 No

Are you interested in other types of delivery methods: (Please check all that apply)

 Classroom

 Guest Speaker/Seminar

 Webcast/Webinars

 Online/Instructor Led

 Blended Learning (Part Classroom/Part Online)

Have you ever attended a BOMI Instructor Development Workshop? (check one)

 Yes

 No

If so, where? _____

List any other adult education or train-the-trainer programs you have taken.

Years of experience in adult education: _____

Teaching Experience: (Please check all that apply)

- High School
- College/University
- Union Training Programs
- Corporate Training Programs
- BOMI International
- BOMA Local

Other Professional Real Estate Associations/Organizations

- IREM
- CCIM
- IFMA
- SIOR
- Other (Please specify)

Describe all teaching experiences (For example those within chapters, seminars, colleges, local boards, etc.)

What do you feel are your qualifications for teaching BOMI International courses?

Please explain your reasons and expectations for wanting to teach for BOMI International.

Provide a summary of business activities over the past three years. Please give a short description of your current responsibilities/business activities.

BOMI International courses you are teaching or interested in teaching:**RPA, FMA, SMA Program Requirements:**

Environmental Health and Safety Issues

RPA, FMA Program Requirements:

The Design, Operation, and Maintenance of Building Systems, Part 1

The Design, Operation, and Maintenance of Building Systems, Part 2

Real Estate Investment and Finance

Ethics Is Good Business® ShortCourse™

RPA Program Requirements:

Law & Risk Management

Budgeting and Accounting

RPA Program Electives:

Fundamentals of Real Property Administration

Leasing and Marketing for Property Managers

Asset Management

Managing the Organization

FMA Program Requirements:

Fundamentals of Facilities Management

Technologies for Facilities Management

Facilities Planning and Project Management

SMT, SMA Program Requirements:

Boilers, Heating Systems, and Applied Mathematics

Refrigeration Systems and Accessories

Air Handling, Water Treatment, and Plumbing Systems

Electrical Systems and Illumination

Building Design and Maintenance

SMA Program Requirements:

Energy Management and Controls

Administration

I hereby authorize representatives of BOMI International to independently verify the above information:

Yes

No

Print Name: _____

Signature: _____

Date: _____