

JESSICA M. HICKOK

GRI, RCE, CAE, C2EX, AHWD

Oklahoma City, OK 73114

jessica@jessicahickok.com | 417-840-5125 | [linkedin.com/in/jessicahickok](https://www.linkedin.com/in/jessicahickok)

<https://www.jessicahickok.com/>

STAFF LEADERSHIP | BOARD RELATIONS + GOVERNANCE DEVELOPMENT | FINANCIAL ACUMEN

An experienced CEO of the largest trade association in the state, serving 14,000+ members with reporting accountability to three independent boards of directors. Leverages 20+ years of comprehensive real estate experience to bring entrepreneurial vision, energy, and drive to improve processes and drive revenue. Member-focused, organized, and personally accessible, with a strong business sense and demonstrated ability to bring cross-functional teams together to achieve a common goal.

Repeatedly recognized, quoted, and appointed to leadership positions throughout career because of the reputation built for innovation, collaboration, and deep knowledge of the real estate industry and trade organizations.

Areas of Expertise:

- Organizational management and executive leadership for trade associations and real estate corporations.
- Governance, Finance & Investments: strong business acumen and competency.
- Consultation, strategic visioning, planning, and leadership development.
- Real estate experience, transaction negotiation, and property management.

PROFESSIONAL EXPERIENCE

Oklahoma Association of REALTORS® (“OAR”) – Oklahoma City, OK

2016 – 2023

Chief Executive Officer

- **Oversee a \$3.2M annual operating budget.**
OAR has 12 core program functions operating as an IRS 501(c)(6) trade association. Managing an extensive budget and investment strategy requires strong attention to detail and effective communication methods with the organization's various stakeholders. Provides leadership, training, and direction to a staff of 12.
- **Develop a large internal staff team to manage a 14,000+ membership, cultivating an inclusive culture.** Influence spans multiple groups, including a sizeable administrative staff handling the Professional Standards Administration, Legal Line, Graduate REALTOR® Institute (GRI) education program, and the Advocacy and Government Affairs departments. Plans, communicates, and manages multiple cross-functional projects.
- **Manage two subsidiary corporations.**
Oversee two OAR subsidiaries, the Oklahoma Housing Foundation (“OHF”) and the REALTORS® Political Action Committee (“OK-RPAC”), each with an independent board of trustees. OHF is an IRS 501(c)(3) non-profit corporation raising funds to help Oklahomans facing a housing crisis. OK-RPAC is an IRS state 527 group Political Action Committee lobbying for property rights in the state of Oklahoma.
- **Implement a strategic plan at the direction of a 96-member board of directors.**
Facilitated the implementation of strategic visioning activities for volunteer leaders and staff groups. Tackled large and challenging projects such as governance size reduction, new building construction, effective political strategies, and created a statewide search portal to better house and access real estate data.
- **Hold leadership accountable for establishing good environmental, social, and governance strategies.** Led volunteer leadership team through difficult situations, including the removal of a state association officer for cause. Established a diversity, equity, and inclusion (DEI) component to the strategic plan through this adversity. Stayed focused on the mission and helped the organization pivot the public relations message to show a positive outcome.

Greater Springfield of REALTORS® and Multilist of Springfield/Southern Missouri Regional MLS**CEO/Association Executive/General Manager – Springfield, MO****2012 – 2016**

- **Implemented a strategic plan for 1,800+ volunteer members.**
Managed the local board of REALTORS® in Southern Missouri including professional standards administration, vendor contract negotiations, bylaws enforcement, volunteer leadership development, and training. Oversaw a \$2M operating budget. Administered the association management services for a smaller, 56-member local board of REALTORS® neighboring the jurisdiction through a shared services agreement.
- **Administrator and developer for the large regional broker marketplace (MLS).**
Served as general manager for a large regional MLS data system. Created a governance structure for the newly developed board of directors, the corporation establishment of the new entity, and the general administration of the 3,000+ marketplace subscribers.

Dizmang Properties, Inc.**2000 – 2012****Vice President of Operations/Broker Officer – Springfield, MO**

- **Licensed real estate broker, serving as a company principal.**
Specialized in investment properties and responsible for the daily operations of the company.
- **Managed 200+ single-family rental homes as a property manager.**
Oversaw five leasing agent staff members plus a large maintenance crew for daily property renovations.
- **Supervised company real estate listings and contract management.**
Reviewed and managed schedules and communications with investor clients.
- **Primary administrator for a successful school of real estate.**
Created and presented courses, producing in-person and online content on real estate and property management topics. Presented at several national conferences.

EDUCATION | CERTIFICATIONS | CREDENTIALS | LICENSES**Master of Arts, Organizational Leadership – University of Oklahoma, Norman, OK****Bachelor of Science, Organizational Communication – Missouri State University, Springfield, MO**

- | | |
|--|---|
| ▪ CAE Certified Association Executive
American Society of Association Executives | ▪ AHWD At Home with Diversity
National Association of REALTORS® |
| ▪ RCE REALTOR® Certified Association Executive
National Association of REALTORS® | ▪ C2EX Commitment to Excellence
National Association of REALTORS® |
| ▪ GRI Graduate, REALTOR® Institute
Missouri Association of REALTORS® | ▪ Active Broker Real Estate License
Missouri Real Estate Commission |

INDUSTRY AND COMMUNITY INVOLVEMENT

- Significant committee involvement on the national association level, including recent appointments to the Reserves Investments Advisory Board, Association Executives Committee, and Single-Family Residential Investments Committee.
- Extensive community involvement by serving in current roles with the Oklahoma State Chamber of Commerce as a board member and on the advocacy and legislative policy review committee.
- Member of the U.S. Global Leadership Council (“USGLC”) Advisory Committee for Oklahoma.
- Serving as a board member for the North Texas/Oklahoma Chapter of the Juvenile Diabetes Research Foundation (“JDRF”) since 2020, chaired the annual gala, fundraising almost \$400,000 for research.

Full list of career-spanning associations, awards, recognition, published content, and speaking engagements available at <https://www.jessicahickok.com/>.