**Team Lead Onboarding**  

Meet periodically as necessary, get marketing going

Introduction

* Elevator Pitch: Leaving your Real Estate business? *Stepping Up!* has been helping agents extract maximum value out of their business for over 8 years. No need to just walk away from this hard-earned asset anymore. We can help with an income generating retirement!
* Motto: *Turn Your Dreams into Reality!*

Website

* Designed for RA Outreach
* Team Lead and Members Areas are hidden
* Found in bottom menu
* Members Area has Password
* Materials
* Operations Manual
* SOPs
* Training Materials

Monthly Innovation Group Meetings

* Coaching & Mentoring
* Marketing and Outreach
* Event Planning

Order Brochures & Name Badge

RA Outreach – Develop your Lead Stream Database – Refer to Lead Stream System

New Referring Agent (RA)

* My Team (from RA perspective)
* “Business” Partners
* Orientation
* Intro Letters
* Training Videos, Handoffs
* Lead Follow Up Timing & Reporting Back
* Database Compiling
* Monthly Updates

RA Agreement

* Percentages are suggested only
* Marketing
* Expenses (who pays?)
* Make it fit your Team!

Team Building

* Team Meetings (WAs weekly, RAs sometimes)
* Team Outings
* Recruiting Working Agents
* Assistants
* Team Branding