

Broker of Record – Waterloo Region

Join The Daily Agent Real Estate Brokerage Ltd. – Real Estate, Just Different

Are you ready to step into a role that's **not a traditional Broker of Record**? At The Daily Agent, we're building a brokerage from the ground up that runs on **systems, structure, and trust**—not just sales hype. We're looking for a leader with a **legal or operations background** and has real estate market awareness, systems-minded, and ready to help scale a modern, high-integrity brokerage.

You may already be a licensed Broker—or be open to becoming one—but what matters most is your ability to **create processes, manage risk, and build a team that operates cleanly and efficiently**. You'll be the backbone of the brokerage, ensuring compliance, guiding the team, and creating repeatable systems that allow our agents to thrive and our clients to trust us completely.

Why This Role Is Unique

- **Systems-first leadership:** Build a structured, compliant brokerage from the ground up.
 - **Dual expertise:** Use your legal/operational knowledge alongside real estate market insight.
 - **Trust-driven culture:** Create an environment where agents and clients feel confident, secure, and supported.
 - **Scalable impact:** Help design systems that can be replicated across multiple markets.
 - **Executive trajectory:** Transition into a senior leadership role shaping multi-market expansion once the flagship brokerage is running smoothly.
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What You'll Do

Compliance & Systems Leadership

- Serve as the Broker of Record, ensuring all transactions, files, and processes meet regulatory standards.
- Build and refine operational systems that support agents, staff, and clients efficiently.
- Provide governance, risk oversight, and compliance frameworks that scale.

Operational Oversight

- Understand and integrate administration workflows, marketing, trust account management, and transaction coordination.
- Ensure the team runs efficiently while creating clear, repeatable processes for the future.
- Collaborate closely with the owner to drive recruitment, strategy, and daily operations.

Team Coaching & Mentorship

- Mentor agents and team members in professionalism, client service, and operational excellence.
- Develop future leaders within the brokerage, ensuring continuity and depth.
- Provide hands-on guidance to staff while maintaining focus on high-level systems and strategy.

Strategic Growth

- Help launch and scale additional offices and teams as the brokerage expands.
 - Contribute to culture, structure, and leadership frameworks across the organization.
 - Position the brokerage for long-term market influence and growth.
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Who You Are

- Licensed Real Estate Broker in Ontario (or open to obtaining license).
 - Background in law, legal operations, compliance, or structured operational leadership.
 - Commercially aware and able to connect systems with market realities.
 - Experienced in managing teams and building scalable processes.
 - Detail-oriented, systems-driven, and committed to creating a culture of trust and professionalism.
 - Excited to mentor, guide, and grow people while building a brokerage for the long term.
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Why The Daily Agent

- High-support environment designed for clarity and excellence.
 - True collaboration between leadership, staff, and agents.
 - Culture built to retain great people and help them flourish.
 - Ownership opportunity in the Waterloo Region or transition to executive role company-wide.
 - Rare chance to build a flagship brokerage and scale the model to multiple markets.
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Ready to Join Us?

If this speaks to you, send your **cover letter** explaining your career journey, why you're seeking a change, and your future aspirations—along with your **resume** to: careers@thedailyagent.ca

Apply today and help us build the future of real estate!