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Human Resources Committee

Purpose: the Human Resources Committee provides UWCM with policy-level guidance and technical human resources expertise on matters related to employee human resources.

The Committee carries out its role by assisting in the development, implementation, and maintenance of sound policies, procedures and programs.

Scope of Work:

The Committee carries out its role by assisting in the development, implementation, and maintenance of sound policies, procedures and programs. The scope of discussion reflects the breadth of the human resources profession, balancing both core and strategic HR topics. Members will be asked to support projects or discussions such as employee compensation, health and welfare benefits strategy and plan design, policies, organizational change, and performance/talent management.

Committee Composition:

The Human Resource Committee will consist of not more than 7 members or fewer than 5 members, including the Chair. This committee will be supported by the CEO and/or the VP of Operations.

Responsibilities:

*Review regularly and establish personnel policies that serve the employee and the organization; review the employee manual at minimum annually.

*Develop and monitor the annual performance review process for the CEO.

*Serve in an advisory role to the CPO/CEO regarding implementation and interpretation of the personnel policies.

*Review salary ranges and overall annual increases for United Way staff and CEO.

*Review benefits and training offered to staff and CEO and recommend changes, deletions or additions as appropriate.

*Other appropriate responsibilities as may be requested by the CEO or United Way Board of Directors.