



## Committee Charter

### Senior Executive Forum

<b>Purpose</b>	<ul style="list-style-type: none"> <li>• To provide an opportunity for senior compensation leaders responsible for executive compensation to meet and discuss compensation-related topic, to share ideas and to network</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• Organize twice-annual Forum meetings</li> <li>• Serve as moderator at meetings to facilitate conversation amongst all attendees</li> <li>• Serve as resource to Forum members (e.g., conduct Flash Surveys)</li> <li>• Secure outside speakers if requested</li> </ul>
<b>Commitment</b>	<ul style="list-style-type: none"> <li>• Plan two annual meetings which involves selecting a meeting location and conducting all required event planning</li> <li>• Develop agenda based on Forum members' input</li> <li>• Facilitate information gathering throughout the year as requested by Forum members</li> </ul>
<b>Special Skills</b>	<ul style="list-style-type: none"> <li>• Ability to facilitate interactive and engaging meetings with prominent compensation leaders in the Chicago land area</li> <li>• Ability to proactively plan events, handle all operational aspects to ensure a positive experience for these leadership-level members of our CCA membership</li> <li>• Highly versed on array of compensation and benefit subject matter. Stay current on relevant topics affecting the profession</li> </ul>



## Committee Charter

### Manager Forum

<b>Purpose</b>	<ul style="list-style-type: none"> <li>• To provide the opportunity for manager-level compensation professionals who work for member firms of the senior executive forum to meet and discuss compensation-related topics, to share ideas and to network</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• Organize twice-annual Forum meetings</li> <li>• Serve as moderator at meetings to facilitate conversation amongst all attendees</li> <li>• Serve as resource to Forum members (e.g., conduct Flash Surveys)</li> <li>• Secure outside speakers if requested</li> </ul>
<b>Commitment</b>	<ul style="list-style-type: none"> <li>• Plan two annual meetings which involves selecting a meeting location and conducting all required event planning</li> <li>• Develop agenda based on Forum members' input</li> <li>• Facilitate information gathering throughout the year as requested by Forum members</li> </ul>
<b>Special Skills</b>	<ul style="list-style-type: none"> <li>• Ability to facilitate interactive and engaging meetings with Forum members</li> <li>• Ability to proactively plan events, handle all operational aspects to ensure a positive experience for these members of our CCA membership</li> <li>• Highly versed on array of compensation and benefit subject matter. Stay current on relevant topics affecting the profession</li> </ul>