

Human Resources Committee of The Board Of Directors

Mandate

This is a standing committee of the New Path Foundation responsible for assisting the Board of Directors in fulfilling its oversight responsibilities, over the human resource affairs of the Organization and to ensure the establishment of sound policies and practices which will lead to the long-term sustainability of the Organization.

Objectives

1. Establish and monitor guidelines and practices with respect to compensation and benefits provided by the New Path Foundation to its employees.
2. Monitor significant polices, programs and practices related to human resources, including recruitment, training, development, career planning, performance management, succession planning and organizational culture.
3. Ensure inclusion of strategic plan to direct and/or inform work.

Duties

1. To review organizational goals and objectives relevant to the compensation of the Chief Executive Officer (CEO) and make recommendations to the Board regarding such goals and objectives. Evaluate the CEO's performance considering those organizational goals and objectives and make recommendations to the Board regarding the CEO's compensation and performance review based on this evaluation.
2. In conjunction with the CEO, to oversee the development of a human resources strategy and organizational design to support execution of the strategic plan.
3. In conjunction with the Executive Director, to review periodically and provide input with respect to the organization's significant policies, programs and practices related to recruitment, training, development, career planning, performance management, succession planning, severance, and retention of employees.
4. Review the Executive Director's regular assessment of the culture of the organization and overall employee sentiment, along with any recommendations for plans or programs needed to improve employee engagement and satisfaction.
5. To maintain and review the compensation philosophy for the organization.
6. To review at least annually succession plans for the CEO.
7. To report regularly to the Board on all the Committee's activities and findings during that year.

Process

Annually the Human Resources Committee shall make recommendations for Board approval on the following:

- Annual review/update of the human resources policy and practices.
- CEO performance review and related compensation.

Monthly the Human Services Committee shall make recommendations for Board approval on the following:

- To be determined.

Membership

The Committee will be chaired by a member of the Board of Directors. The Other members will include at least one other Board Member and the Executive Director (ex-officio). The Manager of Finance and Operations shall be required to attend all meetings. Additional members may be recruited from key stakeholders and other community members.

Terms Of Office

The term of office of members of all committees shall commence with the announcement of their appointment and shall continue until the next Annual General Meeting.

Reporting Relationships

The Human Resources Committee has a reporting relationship to the New Path Foundation Board of Directors. On a monthly basis the Committee Chair shall report to the Board on its proceedings after each meeting on all matters within its duties and responsibilities where appropriate.

The Committee Chair on behalf of the Committee may make a written statement in the annual report about its activities.

Meetings

The Committee will meet monthly – last Tuesday of each month at 1PM.

Quorum

A Quorum shall be a majority of the Committee's members.

By-Laws

This Committee is governed by the New Path Foundation By-Laws.

May 19, 2021