



<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>