



Bruce Trail Conservancy Committee Mandate

Human Resources Committee

The Human Resources Committee reviews BTC Human Resources Policies and Procedures and oversees Executive Director Implementation of approved HR policies and procedures.

Mandate:

- To make recommendations on terms and conditions of employment, roles, responsibilities, competitive salary ranges and other compensation
- To review that written job descriptions are consistent with practice
- To monitor that a consistent and thorough annual performance review and work planning system for Staff is in place
- To monitor that the Staff is managed in a manner consistent with current HR practices and management styles
- To meet with Staff on an annual basis regarding issues and concerns
- To monitor that the workplace is in compliance with the *Occupational Health and Safety Act*

For volunteers on this committee, it is helpful to have:

- Expertise in the area of Human Resources, compensation and health and safety