Talent & Culture Committee Charter

Purpose
The Talent and Culture Committee oversees the development of strategies that assist in the creation of an organizational culture best aligned with SVCF’s mission and values. The committee will promote best practices to foster a collaborative and inspiring environment and otherwise attract and retain talent necessary to maximize SVCF’s community impact. The committee will engage with SVCF leadership to enforce policies and practices that further this purpose.

Responsibilities

- **Culture & Values**: Monitor SVCF’s culture, engagement, and adherence to core values throughout all organizational levels.
- **Diversity & Inclusion**: Oversee the creation and maintenance of methods to assess whether SVCF reflects our community’s diversity throughout all organizational levels and promotes such diversity in SVCF’s workforce.
- **Succession Planning**: Ensure that programs are in place to ensure succession planning for key roles and develop leaders within SVCF.
- **Compensation / Evaluation (General)**: Oversee the development of a fair and transparent compensation and evaluation process, including review of market data regarding best practices for recruitment, retention, compensation and other incentives.
- **CEO Compensation / Evaluation**: Working with the Board Chair perform the annual evaluation of the Chief Executive Officer, determine his/her compensation and ensure accountability for SVCF’s organizational culture.
- **Recruiting**: Assist in identifying gaps in SVCF's talent requiring recruitment to execute SVCF’s mission.
- **Transparency / Protection**: Provide transparent and safe avenues for complaints and supervise related investigation or remedial actions as appropriate.
- **Compliance**: Ensure compliance with all applicable labor and employment laws and SVCF policies regarding organizational culture, personnel and human resources.
- **SVCF Policies**: Review personnel, human resources or compliance policies, risk management plans and other duties as delegated to this committee by the board.
• **Board Reports**: Ensure accurate and timely reports to the board on culture, human resources, and personnel related issues.

• **Committee Review**: Conduct an annual committee evaluation to remain focused and identify issues to further the committee's work.

**Membership and Leadership**
The committee shall consist of a minimum of three (3) with a target of four (4) current board members with knowledge in the human resources/culture building field. The CEO and President and the current board chair will be ex-officio members. The VP of Talent, Culture & Recruitment will serve as the staff liaison to the committee.

**Meetings**
The committee shall meet as necessary, but generally four (4) times annually. Telephonic participation in meetings or conference calls may be used in place of formal in-person meetings as needed and appropriate.