

N Street Village: Executive Director Compensation Policy
Revised September 2016

The Mission of N Street Village is to provide a full range of housing and support services in an environment of dignity and respect for women experiencing homelessness or extreme poverty. Our intention is to support each individual woman in achieving her personal goals for well-being and making and maintaining desired changes in the areas of housing, income, health and employment.

The Executive Director (ED) Compensation Policy of N Street Village is based upon three essential activities:

1. *Achievement of mutually-agreed-upon organizational and individual objectives*
2. *The collection of, and referral to, market and benchmark compensation data*
3. *An annual performance review process, which references the agreed-upon objectives, seeks input from staff and Board leaders and potentially other stakeholders as well.*

1) N Street Village is a disciplined planning organization and regularly develops and reviews strategy and tactics to achieve its short-term and long-term objectives. Our Strategic Plan is collaboratively developed by the Board, the ED, the senior staff, investors, clients and other stakeholders. We view our Strategic Plan as a nimble guideline which assists leadership in making wise decisions when opportunities or needs arise, or when circumstances change. Our plan also guides our leadership in crafting annual organizational objectives, which inform the priorities and performance indicators of the CEO and the Board.

2) Every 2-3 years N Street Village commissions a market study to ensure that we are competitively and fairly compensating our employees at all levels. At the executive level, this enables us to attract and retain the talent that we believe will best ensure achievement of our mission. This market study is commissioned through Management / HR consulting professionals, and involves research into positions at all levels of the organization. The results assist the leadership in developing a fair and competitive pay scale and encouraging retention of high-performing staff at all levels.

3) At the close of each year the Board Chair will lead a sub-committee of Board members in the completion of a formal evaluation of the ED, which will include:

- A review of the annual organizational objectives and progress toward these
- A self-evaluation by the ED of annual performance
- A review of any new and related market and/or peer data related to compensation

Following review of these data points, the Board Chair and ED will negotiate the compensation package for the coming fiscal year. The Board Chair will conduct an Executive Session with the Executive Committee and/or the full Board as desired. Following conversations with the ED and the Board/Committees, a compensation recommendation comes before the Board for approval. An annual appointment letter reflecting the mutual understanding of the overall compensation package will be signed by the Chair and ED no later than 15 days into the new Fiscal Year.