

## **CareerSource Central Florida Executive Committee Charter**

### **Purpose:**

The executive committee will have and exercise full authority of the Board of Directors in the management of the Corporation's business between meetings of the Board of Directors.

### **Responsibilities:**

- Review/approve to move to full board contracts over \$150,000.
- Review and approve Board Agenda to include reports from all committees.
- Evaluate executive performance and recommend compensation.
- Provide support and oversight to the President in overall governance of CareerSource Central Florida.

### **Skills/Expertise:**

- Member of the Board.
- Previous service on a CareerSource Central Florida committee.
- Board leadership experience.
- Willingness to engage monthly with CareerSource Central Florida activities.

### **Structure:**

- Membership: the Executive Committee will have a minimum of five members, consisting of the officers and the chairs of the standing committees, so there is representation across the five counties.
- Agenda and minutes—minutes to be kept and supplied to the Executive Committee and the full Board in written form