



Annual Addendum of Board Duties

Effective: February 9, 2021

Approved: March 9, 2021

Core Officers

President: Responsible for directing the day-to-day operations of NTCA and presides at membership and Board of Directors meetings. This position is the official spokesperson for NTCA and guides the directors and committees in carrying out the goals and objectives for NTCA.

Board Member Name: Chuck Leu

VP Treasurer: Responsible for the financial affairs of NTCA in accordance with general accounting principles and sound banking practices. Coordinates the preparation and filing of the annual tax returns with an outside accountant.

Board Member Name: Lina Willis

VP Programs: Develops and coordinates all membership meetings, ensuring that program content is that of an educational or professional networking nature and a benefit to membership.

Board Member Name: James King

VP Education: Serves to liaise and coordinate partnerships with organizations to maximize education opportunities for members who are seeking credentials and/or training related to the Total Rewards profession. Responsible for negotiating revenue generating contracts with various organizations and presenting agreements to the NTCA board members for final approval.

Board Member Name: Brooke Birdsong



Auxiliary Officers

Board Position Title: VP Membership
Board Position Duties: Responsible for membership and engagement strategy for NTCA. Coordinates member services, including membership campaigns, membership levels, and member-renewal/potential-member outreach.

Board Member Name: Ben Prado

Board Position Title: VP Community Engagement
Board Position Duties: Responsible for the marketing and communication strategy for NTCA. Responsible for media development and maintenance, up to and including website, electronic media, meeting recordings, and webinar live meetings. Responsible for association relations as they are related to identifying and pursuing partnership and sponsorship opportunities for NTCA and the membership.

Board Member Name: Rebecca Krauland

Board Position Title: VP College Engagement
Board Position Duties: Responsible for the strategy regarding college engagement and student membership. Serves as the liaison to local learning institutions to coordinate programs to engage students in the HR and Compensation field.

Board Member Name: Dr. Brian Martinson

Board Position Title: VP At Large
Board Position Duties: Coordinates special projects and provides support in other areas as needed.

Board Member Name: Jon Szabo



Secretary Position

Secretary: Responsible or oversight of recording of minutes for all Board meetings, will be held by one of the filled board positions as nominated and confirmed by the current board.

Board Member Name: Rebecca Krauland
Board Position Title: Secretary