

Dominican Development Group (DDG)
Committee & Advisor Structure
HUMAN RESOURCES ADVISOR

Advisor Title: Human Resources Advisor.

Advisor Guidelines: To the extent possible a Board member shall be assigned as a Human Resources Advisor who can advise the Board, the Executive Committee and the Executive Director on matters pertaining to management of DDG employees. If no qualified Board member is available, the Executive Committee will attempt to acquire a non-Board member as a Human Resources Advisor on a pro bono basis. The President shall appoint the Human Resources Advisor.

Responsibilities: The Human Resources Advisor will work with the Executive Committee or the Executive Director on behalf of the Board to:

- Hire and manage the DDG Executive Staff¹ in accordance with the approved budget, guidance from the Board and Federal, Florida and Local laws and regulations.
- Develop and maintain appropriate Human Resource policies and procedures.

Note 1: The Executive Staff is composed of the Executive Director and any employees of the DDG.