



B.C.'s Energy College™

**NORTHERN LIGHTS COLLEGE  
REGIONAL ADMINISTRATION**

**11401 – 8th Street Dawson Creek BC V1G 4G2**  
Telephone 250-782-5251 • Toll free 1-866-463-6652  
Fax 250-782-5233  
nlc.bc.ca

**Northern Lights College  
Executive Compensation Disclosure Statement for 2011/2012  
May 15, 2012**

The following report provides an accurate representation of all compensation provided to all employees whose base salary was \$125,000 or greater in the fiscal year 2011/2012.

**Compensation Philosophy**

Northern Lights College recognizes the need to be competitive within the environment in which it operates. As a practical matter, this means that NLC competes with post-secondary institutions within BC as well as Central and Northern Alberta. In addition, within the trade's related sector, NLC competes with private industry operating in the Oil and Gas industry. The overall goal of the compensation plan is to attract and retain high quality staff that are able to successfully execute the Boards Strategic Plan.

NLC has been successful in marketing a "work life balance" compensation plan that includes the following key points

1. Salaries that are within the post-secondary industry's 50th percentile. This is determined through analysis with data provided by the Post Secondary Employers Association (PSEA).
2. Vacation allotment of 30 days per annum that is front loaded.
3. Two weeks of "other" leave.
4. Industry standard benefits package which includes short term disability, long term disability, dental care, and extended health care.

The NLC compensation plan is a modified Hay plan that groups job positions into 8 grids. Each grid is broken down into 5 steps. Advancement through the step process is reviewed annually and is based on an acceptable performance review.

The NLC compensation plan is reviewed on an on-going basis by a compensation committee comprised of staff within the excluded management team and lead by the Vice President, Corporate Services. The committee's authority is limited to making recommendations to the CEO who retains the decision making authority. The exception to this is the CEO's salary which is negotiated directly with the Board and is part of her Employment Contract.

There was no material change to the CEO's total compensation in the last fiscal year.

Edith Leer  
Chair  
Board of Governors, Northern Lights College

Attached:  
Appendix A – Compensation Summary Table

