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# Example of Director, Compensation Job Description

Our innovative and growing company is looking to fill the role of director, compensation. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for director, compensation

* Utilize internal HRIS data to develop reports, graphs, and charts to assist in analysis and direction on compensation topics
* Partner with other compensation team members on initiatives that cross organizational boundaries or have implications outside immediate area of responsibility, providing leadership/expertise within specialized area(s)
* Assist in preparing compensation packages for new hires or promotions
* Provide leadership and direction while ensuring the deployment of compensation programs (including annual salary planning/merit increases process, salary structures, variable pay and other incentive programs) align with company’s goals, initiatives and budget guidelines
* Ensure the programs are market competitive and aligned with our culture and business goals and consistently administered and in compliance with company policies and government regulations
* Work closely with Executives, Business Leadership and HR to manage, consult and resolve compensation issues
* Review, edit and enhance compensation programs including planning, forecasting and modeling on a regular basis
* Compensation offers
* Retail compensation and reporting
* Consult on the Rewards components of transaction-related engagements, including estimation of management proceeds / waterfall calculations upon a CIC, development of NEWCO equity term sheets, benchmarking of roles, and alignment of compensation programs in a transaction context

## Qualifications for director, compensation

* Ten years of progressively responsible experience in Compensation & Benefits to include analysis, plan design and program administration
* Broad knowledge of the compensation principles and practices
* Advanced knowledge and application of total compensation and benefit programs
* Advance consultative skills
* Seasoned executive communication skills and acumen
* Seasoned business acumen