Foundations of Compensation

Intended Audience
Early-Career

Delivery Options
• 2-Day In-Person (Onsite or Seminar)
• 4-Week Virtual

HR Competencies
• Business Acumen
• Critical Evaluation
• HR Expertise
  (HR Knowledge)

Program Overview
Gain the necessary insight to kick-start your journey in compensation. Explore the fundamentals of compensation, including key legislation, maintaining and administering a compensation system, and communicating compensation plans to your organization. Engage in practical-application activities and discuss incentive pay, compensation for critical business needs, and recent compensation developments. Obtain the essential knowledge you need as a new compensation practitioner.

Program Objectives
This program is designed to provide you with the knowledge and skills necessary to:
• Discuss key aspects of legislation that affect compensation structures and systems.
• Administer and maintain a compensation system that aligns with an organization’s mission and vision.
• Effectively communicate details of compensation plans, both initially and when they are changed.
• Describe incentive pay and types of pay plans for select employees.

Program Modules
This program includes the following modules:
• Module 1: Introduction
• Module 2: Introduction to Compensation
  • What is compensation, and why is it important?
  • Relationship between compensation, business needs, and total rewards
  • Roles and challenges for the HR compensation professional

*Visit shrm.org/seminars for the most up-to-date recertification credit details.
• Module 3: Legislation that Impacts Compensation
  o Introduction to laws impacting legislation
  o Fair Labor Standards Act (FLSA) (1938)
  o Portal-to-Portal Act (1947)
  o Equal Pay Act (1963)
• Module 4: Compensation Structure Overview
  o Tying compensation to business needs and organizational culture
  o Compensation as part of the total rewards philosophy
  o Steps for creating a compensation structure
  o Broadbanding
• Module 5: Implementing, Administering, and Maintaining a Compensation System
  o Issues with pay adjustments or pay administration decisions
  o Compliance
  o Pay increases
  o Pay variations
  o Measuring effectiveness—evaluating the compensation system
• Module 6: Compensation Communication
  o Communicating your initial plan
  o Communicating and announcing changes
• Module 7: Incentive Pay
  o Incentive pay
  o Pay plans for select employees
• Module 8: Compensation for Critical Business Needs
  o Mergers and acquisitions
  o International compensation
  o Recent compensation developments
  o Compensation resources
• Module 9: Conclusion

*Visit shrm.org/seminars for the most up-to-date recertification credit details.