

## Remuneration survey NPO21 – Product Description

### What is the NPO21 survey?

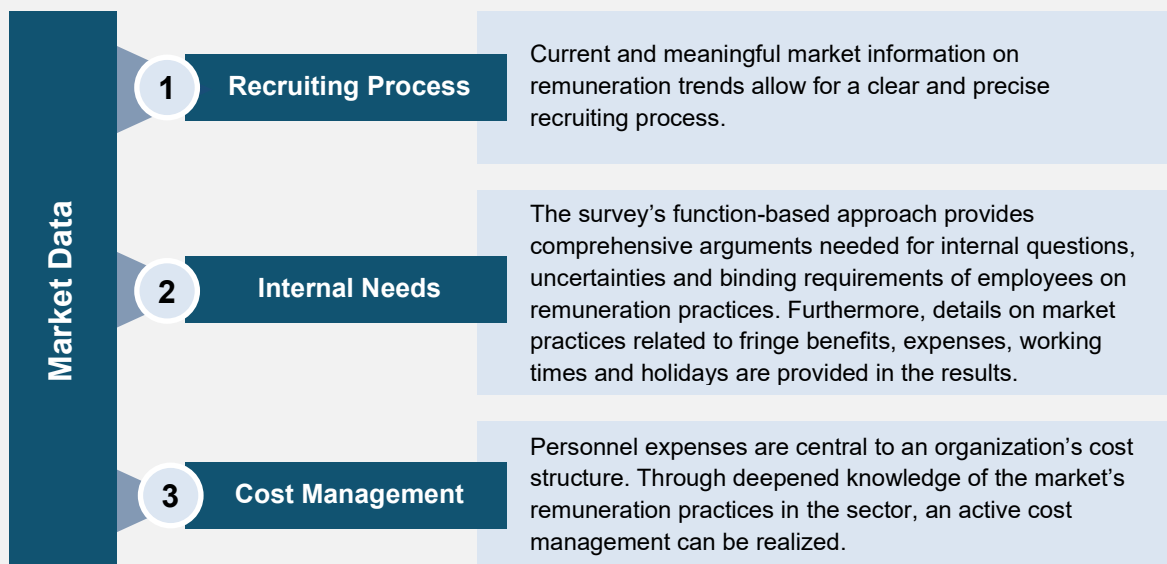
The remuneration survey NPO21 represents one of the most important Swiss market comparisons of compensation in the NPO sector. By participating in the NPO survey, you fill in your internal salary data in a confidential survey file and subsequently receive a detailed and anonymized report on the current compensation in your market sector. This year's edition will be launched nationwide in both English and German. Target groups are non-profit organisations.

### Who is klingler consultants?

As a leading Swiss remuneration consultancy, we offer solutions to all questions related to companies' remuneration and performance management plans. We frequently perform sector-specific remuneration surveys that reflect a transparent, pragmatic and comprehensible approach to our service offering.

### Benefits of participation

To achieve a high level of quality in our results, the remuneration survey follows a strict methodology. The comprehensive results allow participants to enjoy the following set of benefits:



**A meaningful and effective use of the survey's results will support you in establishing an effective remuneration and incentive program, allowing you to attract and retain employees, motivate them and bind them to the company's strategies.**

### Milestones of the Remuneration Survey

Registration deadline:	June 11 <sup>th</sup> , 2021
Mailing out of questionnaire / job descriptions:	June 2021
Deadline for submission of completed questionnaire:	June 30 <sup>th</sup> , 2021
Publication remuneration survey results and presentation:	September 2021
Cost of participation (VAT excl.):	CHF 2'900

## NPO Survey 2021 – List of Functions

### General Management

- Director
- Director Assistant

### Programs

- Director of Programs
- Program Responsible
- Program Manager
- Program Officer
- Program Assistant

### Fundraising

- Head of Fundraising
- Senior Fundraising Manager
- Key Account Manager
- Specialist Fundraising
- Fundraising Assistant

### Communication

- Head of Communication
- Public Relations Manager
- Specialist Communication
- Communication Assistant

### Marketing

- Head of Marketing
- Group Digital Services & Marketing Manager
- Senior Campaign Manager
- Senior Marketing Manager
- Campaign Manager
- Marketing Manager
- Event Manager
- Specialist Marketing
- Marketing Clerk

### IT & Customer Service

- Head of Customer Service
- Head of IT
- Customer Service Specialist
- IT Project Manager
- System Administrator
- IT Support (Help Desk)
- Customer Service Support

### Finance & Administration

- Head of Finance & Administration
- Accounting Manager
- Finance Controller
- Accountant
- Accounting Clerk

### Human Resources

- Head of Human Resources
- HR Business Partner
- HR Specialist
- HR Assistant

### Internal Service

- Head of Reception
- Service & Office Manager
- Receptionist

## NPO Survey 2021 – Participation and results

### What do you get when participating at this survey?

You will receive a report on industry-wide compensation practices, a function-specific analysis of all functions of the salary survey, regardless of whether the functions are currently available in your company or not, and an individual comparative analysis as a PDF and EXCEL file. The comparative analysis shows the positioning of both your own functions and the individual employees in comparison to the other participants. More detailed information can be found on the following page and in the enclosed document Sample Analysis.

### What do participants need to do?

Participants are asked to assign their employees to the 44 different functions of the remuneration survey. To make the process as easy as possible for you as a participant, you will receive a job catalogue with generic descriptions of all functions as well as a secured Excel file to collect the data. With just a few clicks you can automatically import your data from your HR system into the file and send it back to us. Instructions will be provided to guide you through the process. If necessary and helpful, we of course will be happy to support you.



## Your contact at klinger consultants

If you have any questions regarding procedure, effort and support, please do not hesitate to contact us. Please give us a call or send us an email.

### Valon Causi (DE/ENG), Project Manager



valon.causi@klinglerconsultants.ch  
T direct +41 44 542 26 56

### Urs Klingler (DE/ENG), CEO



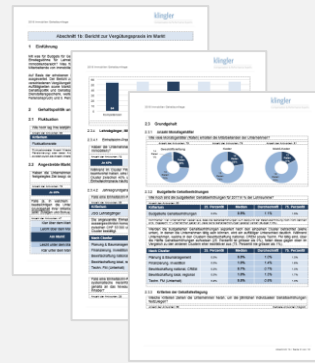
urs.klingler@klinglerconsultants.ch  
T direct +41 44 542 26 44

## Results of the Remuneration Survey

### Introduction

#### Report on remuneration practices on the market

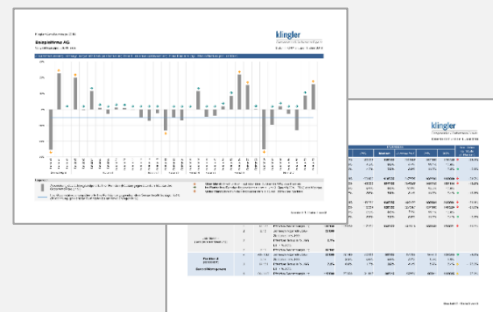
- Anonymous evaluation of the remuneration practices, split by orientation of participants
- Topics covered are, for example: Salary round, market position, variable remuneration, company car, seniority, working time & holidays and pensions benefits



### Overview

#### Comparative analysis

- Individual comparative analysis with statistical evaluation per function across all participants, without own employees (position of your functions relative to other participants)
- Clearly presented overview of the functions



### Details

#### Function-based analysis

- Presentation of functions from the remuneration survey in tables and graphical form
- Statistical evaluation of base salary, variable remuneration, commission and expenses
- Informative and understandable presentation of all relevant remuneration components
- Additional evaluations such as size, orientation and region of considered companies



### Employees

#### Excel Instrument

- Freely applicable Excel sheets for a dynamic presentation of the survey results and for simulating changing remunerations
- Detailed evaluation of the positioning in the market on the level of individual functions
- Detailed evaluation of the positioning in the market on the level of individual employees

