

**Employee Resource Group (ERG) Charter Template**

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| **Background *(required):***Provide a brief history of the ERG and how it is supports equity and social justice plans.  |
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| **Purpose and Scope *(required):***List the specific purpose and intended membership of the ERG. |
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| **Core Values *(required:)*** List the core values that guide the ERG’s work. |
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| **Group Agreements *(required):*** List the group agreements that guide members. |
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| **Group Goals and time line for how the ERG will meet goals/milestones/activities *(optional)*** |
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| **Membership, Roles, and Responsibilities *(required):*** List the executive sponsor, executive committee members (e.g., chair or co-chairs, secretary, etc.) along with who appoints them and duration of positions on the executive committee. If applicable, list the relationship to, method, and frequency of communication with other governance groups. |
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| **Meeting Schedule and Meeting Support *(required):*** List the established meeting schedule and who may schedule ad hoc meetings when necessary.  |
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| **Charter Review and Modification *(required)*** |
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| **Signatures (*required):*** List the individuals who are authorizing the ERG’s charter. |
| **Approved: \_\_\_\_/\_\_\_\_/\_\_\_\_****Revised: \_\_\_\_/\_\_\_\_/\_\_\_\_** |