Nonprofit Leadership

College of Social and Behavioral Science
113 Armstrong Hall • 507-389-1561

Program Coordinator: Keith Luebke, 507-389-5396

The undergraduate Nonprofit Leadership Certificate is a cooperative educational program between the College of Social and Behavioral Science and the College of Allied Health and Nursing. Within these two colleges five departments have a leadership role: Gender and Women’s Studies, Recreation, Parks and Leisure Services; Sociology and Corrections; Social Work; and the Urban and Regional Studies Institute.

This 18-credit certificate is specifically designed to respond to the employment needs and opportunities within one of the fastest growing sectors of the United States economy. The nonprofit leadership certificate is a multidisciplinary program for undergraduate students and nonprofit practitioners interested in gaining knowledge and skills for success and advancement in nonprofit leadership. The certificate is designed to address the following entry-level nonprofit competencies:

- Communication skills;
- Computer/technology literacy skills;
- Historical and philosophical foundations in nonprofit leadership;
- Nonprofit marketing;
- Public policy;
- Fundraising principles and practices;
- Human resource development and nonprofit management; and
- Program planning

These competencies are achieved through the following program requirements:

### NONPROFIT LEADERSHIP CERTIFICATE

#### Major Common Core
- NPL 273 Introduction to Nonprofit Sector (3)
- NPL 473 Advanced Workshop in Nonprofit Leadership (3)

#### Major Restricted Electives

**Program Planning and Evaluation** (Choose 3 credits)
- GWS 330 Feminist Research and Action (4)
- RPLS 376 Program Planning in Rec., Parks, and Leisure Services (3)
- SOC 466 Program Planning (3)
- SOWK 469 Applied Social Work Research (3)

**Financial Management and Development** (Choose 3 credits)
- NPL 486 Fundraising for Nonprofits (3)
- NPL 488 Financial Management for Nonprofits (3)
- RPLS 465 Event Management (3)
- URBS 413 Urban Program Evaluation (3)

**Program Administration** (Choose 3 credits)
- ART 434 Arts Administration (3)
- RPLS 473 Administration of Leisure Time Programs (3)
- SOC 417 Program Administration (3)
- URBS 230 Community Leadership (3)
- URBS 230W Community Leadership (3)

**Internship** (Choose 3 credits)
- GWS 498 Internship: Community (1-8)
- RPLS 497 Internship (1-6)
- SOC 497 Internship: Sociology (1-12)
- SOWK 497 Internship (1-10)
- URBS 413 Internship (1-12)

The student desiring a certificate is required to successfully complete a three (3) credit internship in a qualifying not-for-profit organization. The internship will be administered through one of the four sponsoring departments.

### NONPROFIT LEADERSHIP MINOR

#### Minor Common Core
- NPL 273 Introduction to Nonprofit Sector (3)
- NPL 473 Advanced Workshop in Nonprofit Leadership (3)

#### Electives

Students choose one course from each of the following categories and one additional course of their choice to complete the 21 credits requirement of this minor.

**Program Planning and Evaluation** (Choose 3-6 credits)
- GWS 330 Feminist Research and Action (4)
- RPLS 376 Program Planning in Rec., Parks, and Leisure Services (3)
- SOC 466 Program Planning (3)
- SOWK 469 Applied Social Work Research (3)
- URBS 413 Urban Program Evaluation (3)

**Program Administration** (Choose 3-6 credits)
- ART 434 Arts Administration (3)
- RPLS 473 Administration of Leisure Time Programs (3)
- SOC 417 Program Administration (3)
- URBS 230 Community Leadership (3)
- URBS 230W Community Leadership (3)

**Financial Management and Development** (Choose 3-6 credits)
- NPL 486 Fundraising for Nonprofits (3)
- NPL 488 Financial Management for Nonprofits (3)
- RPLS 465 Event Management (3)
- URBS 453 Grants Administration (3)

**Internship** (Choose 3 credits) with a nonprofit organization
- ART 497 Internship (1-6)
- GWS 498 Internship: Community (1-8)
- RPLS 497 Internship (1-3)
- SOC 497 Internship: Sociology (1-12)
- SOWK 497 Internship (1-10)
- URBS 497 Internship (1-12)

#### COURSE DESCRIPTIONS

**NPL 273 (3) Introduction to the Nonprofit Sector**

Designed as an introduction to the nonprofit sector, this course provides the foundation for students working toward a certificate in Nonprofit Leadership. This workshop addresses the historical and philosophical foundations in nonprofit leadership as well as exploring key leadership issues.

**NPL 473 (3) Advanced Workshop in Nonprofit Leadership**

Designed as the sequel to NPL 273, this course addresses managing operations, developing and managing financial services, and managing people. This course will include a Service-Learning component.

**NPL 486 (3) Fundraising for Nonprofits**

Designed as an overview to fundraising and development for nonprofit organizations, this course addresses the development of a fundraising plan and attracting donors. There will be an emphasis on organizational outreach using both traditional and new media. Variable

**NPL 488 (3) Financial Management for Nonprofits**

Designed as an overview of financial management for nonprofit organizations, this course addresses the integration of mission-driven planning and financial management with an emphasis on tax exemption, accounting systems, financial statements, budgets, and regulatory reporting. Variable