Nonprofit Leadership Certificate

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)
- URBS 413 Urban Program Evaluation (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 453 Grants Administration (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 (3)
- SOC 497 Internship: Sociology (1-12)
- SOWK 497 Internship (1-10)
- URBS 497 Internship (1-12)

Internship Experience
- 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 three 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 (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. GE-9

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