

# 2010-2011 Course Catalog

The University Of Montana

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## Non-profit Administration

**Jonathan R. Tompkins, (Professor of Political Science), Advisor**

The interdisciplinary minor in nonprofit administration concentrates on nonprofit board and committee development, fund raising principles and practices, nonprofit financial management, human resource development, nonprofit management and program planning, grant writing, and nonprofit marketing. It is designed to complement students' major areas of study and prepare them to enter careers in the nonprofit sector. Interested students must meet with the program director at the Office for Civic Engagement prior to declaring the minor.

Students pursuing the nonprofit administration minor will have the option to obtain certification from the national American Humanics organization if they complete additional requirements that include participation in the campus-based student association, extra-curricular training sessions and events, and attendance at a national American Humanics Management Institute. The director of the Office for Civic Engagement serves as the director for the national certification program. Students should contact that office for information regarding certification.

### Requirements for a Minor

Students must complete successfully 21 credits in the following courses:

1. PSCI 466 (PSC 466) Nonprofit Administration and Public Service, 3 cr.
2. PSCI 467 (PSC 467) Advanced Nonprofit Administration, 3 cr.
3. PSCI 498 (PSC 498) Nonprofit Internship, 3 cr.
4. Twelve credits from at least four of the following six areas:
  - a. Communication Skills
    - COMM 110S, Introduction to Interpersonal Communication
    - COMM 240 Communication in Small Groups
    - COMM 421 Comm in Nonprofit Organizations
    - COMM 422 Comm & Technology
    - COMM 423 Practical Issues in Organizational Communication
    - COMM 424 Risk, Crisis, and Communication
    - COMM 451 Intercultural Communication
    - MGMT 420 Leadership and Motivation (for business majors only, MGMT 340 prereq.)
  - b. Youth and Adult Development
    - PSYX 230S (PSYC 240S) Child and Adolescent Development
    - PSYX 233 (PSYC 245) Adult Development and Aging
    - SOCI 330 (SOC 330S) Juvenile Delinquency
    - SOCI 335 (SOC 335) Juvenile Justice System
  - c. Human Resources Development and Supervision
    - PSCI 462 (PSC 460) Human Resource Management

- RECM 380 Recreation Administration and Leadership
- COMM 230S Intro to organizational Communication
- d. Nonprofit Program Planning
  - RECM 230 Programming in Recreation
  - RECM 485 Recreation Planning (for RECM majors only)
  - MKTG 411 Services/Relationship Marketing (for business majors only, MKTG 360 prereq.)
- e. Nonprofit Marketing
  - MKTG 363 Marketing Communications (for business majors only, MKTG 360 prereq.)
  - MKTG 412 Nonprofit Marketing (for business majors only, MKTG 360 prereq.)
- f. Nonprofit Accounting/Financial Management
  - ACTG 201 (ACCT 201) Financial Accounting (M 115 (MATH 117) prereq.)