

# COLLABORATION

## Graduate Certificate in NONPROFIT MANAGEMENT

The School of Public Administration offers a variety of ways to earn a professional degree in nonprofit management, including an undergraduate minor in nonprofit studies, a Bachelor of Multidisciplinary Studies in Nonprofit Administration, the Graduate Certificate in Nonprofit Management, and the Master in Public Administration with a concentration in nonprofit management.

### Graduate Certificate in Nonprofit Management

The purpose of the Graduate Certificate in Nonprofit Management is to allow working professionals with careers in the nonprofit sector, or graduate students in a related field of study, to expand their educational background and to enhance their knowledge in the area of nonprofit management.

### Who is Eligible?

Individuals who have (1) completed a four-year undergraduate degree, (2) who have at least two years of work experience in the nonprofit sector; or who have completed part of their graduate course work in a related field, and (3) have the need and aspiration to expand their knowledge of nonprofit management, are eligible for admission to the certificate program.

### Future Pursuit of an MPA

Student course work in the Graduate Certificate in Nonprofit Management can apply toward the MPA Program. To gain admission to the MPA Program, students must complete the MPA application, the GRE exam (a GRE Waiver may be submitted if criteria is met), and apply to UNO Graduate Studies. Applications are reviewed on a rolling admission basis.

### Occupation Outlook

Examples of job prospects with the certificate include: Assistant Director of Fundraising, Program Analyst, Program Director, Program Officer, Marketing/Research Associate, Director, Community Outreach Coordinator, Finance Director, Director of Information Systems, and Director of Public Relations.

### Contact us

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### Course Plan

Required Courses (9 credits, 3 courses)

- PA 8550 Introduction to the Nonprofit Sector
- PA 8710 Fundraising for Nonprofit Organizations
- Choose One: PA 8410 Public & Nonprofit Human Resource Management, or PA 8480 Public & Nonprofit Financial Administration

Elective Courses (6 credits, choose 2 courses)

- PA 8090 Organization Theory & Behavior
- PA 8100 Advanced Management & Leadership for Public & Nonprofit Professionals
- PA 8400 Public & Nonprofit Budgeting
- PA 8410 Public & Nonprofit Human Resource Management
- PA 8480 Public & Nonprofit Financial Administration
- PA 8520 Grantwriting
- PA 8596 Techniques and Topics in Nonprofit Management
- PA 8930 Negotiation Skills
- UBNS 8200 Community Organizing & Development
- Other determined in consultation with advisor

### Application Deadlines

Fall Semester | June 1

Spring Semester | October 1

### Apply Today

Apply with UNO Graduate Studies, [apply.unomaha.edu](http://apply.unomaha.edu)