Nonprofit Management

Nonprofit organizations confront the challenges and opportunities that mission-driven organizations face today in areas such as succession planning, volunteerism, resource development, and competitive funding. The Master of Arts in Nonprofit Management addresses these areas, drawing on experienced practitioners in the St. Louis area.

The graduate program in Nonprofit Management provides a range of courses addressing the major responsibilities and challenges of nonprofit and human resources management, preparing students to work effectively in the field and to enhance the management skills of those seeking a career in related fields. Administered jointly by the Graduate School and University College, the program is designed for working adults attending school on a part-time basis.

This program provides students with the skills and resources for leading mission-driven organizations as productive examples of social entrepreneurship. Grounded in the historical context of nonprofit management and philanthropy, students acquire skills in all operational areas of nonprofit management, including financial management, law, grant writing, volunteer management, resource development, research and statistical analysis, and marketing communications. At the strategic level, the program teaches leadership, organization development, strategic planning, marketing communications, and the skills of social entrepreneurship.

Contact: Amy Buehler
Email: abuehler@wustl.edu
Website: http://ucollege.wustl.edu/programs/graduate/masters-nonprofit-management

Degree Requirements

Master of Arts in Nonprofit Management

The Master of Arts in Nonprofit Management consists of 36 units of graduate course work covering all aspects of nonprofit administration and management in a combination of nonprofit and human resources management courses, of which 27 units are required.

Required Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NPM 508</td>
<td>Resource Development for Nonprofit Organizations</td>
<td>3</td>
</tr>
<tr>
<td>NPM 510</td>
<td>Statistics and Research Design in Nonprofit Management</td>
<td>3</td>
</tr>
<tr>
<td>NPM 514</td>
<td>Integrative Capstone Project for Nonprofit Management</td>
<td>3</td>
</tr>
<tr>
<td>NPM 520</td>
<td>Organizational Behavior and Administration</td>
<td>3</td>
</tr>
<tr>
<td>NPM 525</td>
<td>Financial Management of Nonprofit Organizations</td>
<td>3</td>
</tr>
<tr>
<td>NPM 531</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>NPM 555</td>
<td>Leadership in the Nonprofit Sector</td>
<td>3</td>
</tr>
<tr>
<td>NPM 570</td>
<td>Legal Issues Impacting Nonprofit Organizations</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 27

The remainder of courses (9 credits total) are nonprofit-related electives of the student's choice.

Courses

Visit online course listings to view semester offerings for U76 NPM (https://courses.wustl.edu/CourseInfo.aspx?sch=U&dept=U76&crslvl=4:8).

U76 NPM 450 Social Entrepreneurship
This course links the passion of a social mission with the discipline and skills of successful business performance to explore the issues, concepts, and processes associated with social entrepreneurship. Students learn to design an economically sustainable business model that also addresses an existing social problem. In learning to apply skills and strategies that produce a successful bottom line, both financially and socially, each student develops a business plan for a social entrepreneurial venture or evaluates the business model of an existing social entrepreneurial business venture.
Credit 3 units.

U76 NPM 470 Grantwriting
This course will teach grantwriting from request for proposals through the grant award. Students will learn the language of grantwriting, the basics of grant prospect research, and how to write a grant. Each student will prepare a grant application in response to a request for proposal and will have the grant evaluated. The course will focus on private sector grants and will not explore federal or state grants.
Credit 3 units. UColl: OLH

U76 NPM 507 Management in Nonprofit Organizations
Effective mission-driven leadership is central to the success of a nonprofit organization. This core course provides an overview of fundamental principles of management, governance, and leadership in nonprofit organizations. Particular attention is given to issues of motivation, supervision, and evaluation of professional staff and volunteers, and working with the board of directors. This hybrid course is taught partially online. Only University College students receive credit for online courses.
Credit 3 units. UColl: OLH, OLI
U76 NPM 508 Resource Development for Nonprofit Organizations
This fully online course concentrates on effective fundraising management, accenting the practice, principles, process, and programs of fundraising from the private sector. A special focus of the course is an examination of the historical, legal, ethical, and theoretical contexts for fundraising. A comprehensive review and analysis is provided of annual and major gift programs, together with planned giving and capital campaign strategies. The course includes a choice of a preparation of a 12-month fundraising plan or a paper chronologically describing a completed capital campaign. Limited to 20 people. This is a fully online course. Only University College students may receive credit for online courses. Same as U76 NPM 415. Credit 3 units. UColl: OLI

U76 NPM 509 International Organizations
This course examines the role of major international organizations in the modern world — the UN, EU, NATO, IMF, WTO, MERCOSUR, and others. We explore the background for the creation of these organizations, the purposes they serve, and those whose interests they promote. We also consider how they adapt and evolve over time. Our survey centers on three broad areas of investigation: First, we examine how international organizations promote and maintain international security. Second, we consider organizations designed to regulate and promote economic growth and development. This entails a focus upon the process of globalization and the challenges presented in an era of heightened economic interdependence. Finally, we examine growing efforts at regional cooperation through the emergence of organizations such as NAFTA, the EU, and MERCOSUR. Same as U85 IA 509 Credit 3 units. UColl: IAI

U76 NPM 510 Statistics and Research Design in Nonprofit Management
Credit 3 units. UColl: OLI

U76 NPM 513 Executive Coaching
Executive coaching is an effective leadership development tool focused on high potential middle- to upper-level managers. It is a collaborative partnership between the executive, the sponsoring organization, and a professional coach designed to facilitate and hasten the executive’s learning and achieve identified business results. This course will compare and contrast executive coaching to other types of remedial and personal coaching and mentoring relationships; review the grounding principles that form the foundation of an executive coaching partnership; outline the steps in the coaching process; and review the expectations and guidelines for each member of the executive coaching team — executive, organization, coach. Same as U87 HRM 513 Credit 3 units. UColl: HRO

U76 NPM 514 Integrative Capstone Project for Nonprofit Management
This capstone course provides the opportunity to integrate the program course work through 1) a substantial independent project conducted in a host organization, and 2) the review of several important trends affecting organizations and human resources management.

U76 NPM 519 Introduction to Prospect Research
This course introduces the fundamental principles, applications and techniques of prospect research and its highly significant contribution to the financial success of your nonprofit organization. Course work covers both reactive research — writing the effective corporate, foundation, and individual profile using computer text and sources; and proactive research — finding the best prospects for your organization. We discuss the important role of research at every level of the giving cycle from prospect identification through solicitation and stewardship. We also address the all-important ethics issues. This course includes a field trip to significant local libraries and other sites that can provide a treasure trove of prospect information. Credit 1.5 units.

U76 NPM 5190 Introduction to Prospect Research I and II
Credit 3 units.

U76 NPM 5192 Introduction to Prospect Research II
This course continues Introduction to Prospect Research and discusses fundamental principles, applications and techniques of prospect research and its significant contribution to the fundraising success of the nonprofit organization. Course work for this class covers defining who your prospects are, prospect tracking and management, prospect screening, and the contact report. We will thoroughly discuss the ethics of research, as well as how to design a research department and library. This course includes a field trip to significant local libraries and other sites important to prospect research. Credit 1.5 units.

U76 NPM 520 Organizational Behavior and Administration
This is a survey course focusing on the individual, group, organizational, and environmental factors relevant to understanding and managing behavior in complex organizations. It considers behavior from structural, human resources, political, and symbolic perspectives. Same as U87 HRM 520 Credit 3 units.

U76 NPM 521 Overview of the Nonprofit Sector
Nonprofit organizations are profoundly affected by the social, economic, and political environment in which they exist. Through readings, case studies, and discussions with guest speakers from business, government, and the nonprofit sector, students examine the impact of external forces and societal trends on the evolution, current status, and future of nonprofit institutions. (Same as U76 NPM 421). Credit 3 units.

U76 NPM 524 Nonprofit Perspectives in Health Care
The field of health care presents unique challenges in management, leadership and community engagement. In particular, nonprofit hospitals must balance a variety of clinical and financial outcomes with charitable community benefit. This course explores the nonprofit health sector and the best practices that maximize results. At the conclusion of this course, participants will have an understanding of how traditional business concepts apply to the nonprofit sector in unique ways; and, in particular, how best practices are implemented successfully in the health care setting. Students will learn
concepts and approaches that can facilitate greater collaboration and effective communication with an institution's community relations, development, and volunteer functions.

Credit 3 units.

U76 NPM 525 Financial Management of Nonprofit Organizations
This course focuses on important financial and accounting principles and techniques, with particular attention to operational and project budgeting, financial statement analysis, cash flow projections, endowment building and investment management, and strategic financial planning. Course content is designed to help non-accountants understand standard accounting concepts and procedures, manage the record keeping function, make effective financial decisions and report financial status to key constituents.

Credit 3 units.

U76 NPM 526 Ethics and Accountability for Nonprofit Leaders
Examines ethical questions and dilemmas inherent in the nonprofit sector. Focuses on how to discuss, analyze and resolve ethical issues in the nonprofit workplace; raise awareness of personal, professional and organizational responsibilities; and identify and implement those factors that contribute to an ethical work climate.

Credit 1.5 units.

U76 NPM 530 Organizational Change and Development
This course is designed to assist students in developing a framework for: 1) assessing the current condition of an organization, 2) developing an intervention strategy for changing the organization, and 3) executing the planned change in a manner that promotes effective organizational change and development. Within this context, substantial attention will be devoted to developing the analytical, conceptual, and interpersonal skills required of effective change agents.

Same as U87 HRM 530
Credit 3 units. UColl: HRO

U76 NPM 531 Human Resources Management
Same as U87 HRM 531
Credit 3 units. UColl: HRP

U76 NPM 532 The Impact of an Aging America
Credit 3 units.

U76 NPM 533 Topics: Emerging Research
From time to time, additional courses are offered in specialized topics of current interest, especially the influence of new research and industry trends on traditional management and accepted best practices in nonprofit organizations. This course will require students to read, analyze and discuss trends, research and expert commentary on the nonprofit sector released within the past 10 years, compare this new information to the sector's historically identified best practices, and determine how this affects the future success of nonprofit organizations.

Credit 3 units. UColl: OLI

U76 NPM 545 Leading and Engaging Volunteers in Nonprofit Organizations
Students will explore and develop practical strategies for effective program planning, volunteer recruitment and retention, staff and volunteer relations, program evaluation, volunteerism trends within a global context, and ethical practices. This course will provide an introduction to the core competencies of volunteer resource management as presented by the Association for Volunteer Administration through its credentialing program.

Credit 3 units. UColl: OLI

U76 NPM 549 Voices in Action: History and Poetry of Protest in America (1939-present)
What sparks and sustains people's movements for social justice? This history and creative-writing course explores the contexts and expressions of 20th century and contemporary protest movements, ranging from labor, civil rights, the Vietnam War, ethnic people and women's movements, to contemporary social and environmental justice movements. We will consider the role of personal expression in enacting democracy, focusing on poetry that helps articulate what is at stake in the protest movements of the 20th and 21st centuries. We will examine how language moves people, raising awareness of the facts and felt experiences of injustice, helping to fuel social movements and "call forth a public" to make change. Assignments include a mix of historical analysis, ethnographic and participatory work, creative writing, and reflection.

Same as U89 AMCS 494
Credit 3 units. UColl: ACF, ACH, ACS, HUM

U76 NPM 555 Leadership in the Nonprofit Sector
Students will examine leadership in the nonprofit sector and develop their own leadership style. Students will study traditional leadership styles including authoritarian, participative, and delegative; examine the differences in leadership in the nonprofit, for-profit, and government sectors; and explore the distinctive roles of nonprofit leaders, including the relationship between the nonprofit executive director and the board of directors, and the relationship between nonprofit leaders, volunteers, and staff. In addition to readings, student research will include interviews and discussions with real-world nonprofit leaders. Hybrid online.

Credit 3 units. UColl: OLH, OLI

U76 NPM 562 Group Processes in Organizations
Same as U87 HRM 562
Credit 3 units. UColl: HRO

U76 NPM 570 Legal Issues Impacting Nonprofit Organizations
This course focuses on the opportunities and requirements placed on nonprofit organizations under Federal and State law. We explore how nonprofits are organized, governed, operated, and financed within this legal framework. This is a fully online course. Only University College students receive credit for online courses.

Credit 3 units. UColl: OLI
U76 NPM 580 Advanced Topics in Resource Development in Nonprofit Organizations
Credit 3 units.

U76 NPM 582 Principles of Finance
This course is designed to give HR personnel of the future the opportunity to develop skills in, and an understanding of, basic financial management methods, as well as evaluation techniques used to assess overall organizational financial and business performance. Specifically, the individual will gain an ability to evaluate capital investments, capital acquisitions and capital budgets, an understanding of uncertainty (risk) and risk management, a knowledge of cash and credit management techniques, a knowledge of the costs of alternative sources of short-, intermediate-, and long-term financing (both debt and equity), and an understanding of financial statements and their analysis. Same as U87 HRM 582
Credit 3 units.