



Certificate of Graduate Studies in Non-profit Management



Director:

Jennifer Bonoff, Ph.D.

Office: (401) 341-3151

Email: jennifer.bonoff@salve.edu

Class Format

100% online

7-week sessions

Application Deadlines

August 15 - Fall Session I

October 15 - Fall Session II

December 15 - Spring Session I

February 15 - Spring Session II



Stay Ahead in a Rapidly Changing World

With more than 1.3 million non-profit organizations in the U.S., there is an ongoing need for talented leaders in both public and private organizations. Our Graduate Certificate in Non-profit Management provides targeted skill-building in three key areas critical to running a successful non-profit: fundraising, marketing and financial management.

Non-profits in all sectors, including hospitals, schools, historic foundations, libraries and museums as well as environmental, arts and social welfare organizations are experiencing a growing need for professional management and administration, in both paid and volunteer positions. In our program, experienced and emerging professionals will gain contemporary skills and broaden their perspectives to influence change across their organizations.

Our four-course program is designed for students who hold either a bachelor's or master's degree and are looking for continued professional or personal development. Students in good academic standing who would like to continue their studies may apply to the MBA or M.S. in innovation and strategic management program and carry the credits forward.

Certificate programs are completed online. Online courses are offered in compressed, seven-week sessions.

Certificate of Graduate Studies in Non-profit Management (Four courses, 12 credits)

Admissions Requirements

The Certificate of Graduate Studies (CGS) is designed for students who hold a baccalaureate or master's degree and wish to pursue graduate work to meet personal or professional goals.

How to Get Started

Students apply using a streamlined certificate program application. There is no fee to apply. You must submit the following to be considered:

- Completed certificate program application
- Official transcripts from each previous college/university attended
- Resume

The application is accessed online at admissions.salve.edu/apply.

Each successful class completion will earn graduate credit. Should the student wish to continue on to a master's program, they should contact the Office of Graduate Admissions. Credits earned in the certificate program may be applied to the master's degree consistent with University policy.

About Salve Regina University

Salve Regina is an independent, coeducational institution located in Newport, RI. Since our founding by the Sisters of Mercy in 1947, we have grown to a community of more than 2,700 undergraduate and graduate students who proudly carry forward a mission of responsible citizenship and public service in their personal and professional lives. Salve Regina is fully accredited by the New England Commission of Higher Education (NECHE).

Required courses:

MGT509: Human Resources Management 3 credits

This course assists students in understanding the effective use of human resources to achieve organizational goals within the constraints imposed by ethical considerations and legal obligations. The processes used to determine human resource requirements, recruitment, selection, development, and utilization in contemporary organizations will be explored.

MGT550: Non-profit Management 3 credits

This course introduces a wide range of topics, including strategy, planning, budgeting, organizational issues, ethical concerns, service assessment/quality control, board development and governance by volunteers and trustees, management of funding and regulatory issues, theories of philanthropy, and the legal structure of non-profits.

MGT551: Marketing and Fundraising for Nonprofits 3 credits

This course explores grant writing, fundraising campaigns, major gifts, resource development, philanthropy and the marketing of products and services. Uses of social media, telethons, the importance of annual funds, donor outreach, networking and locating potential funding sources will also be discussed.

MGT552: Non-profit Financial Management 3 credits

Topics include responsible decision-making based on data, resource allocation (and stewardship of resources), decision and control processes, capital project analysis, expenditures and budgeting. Ethical financial considerations, financial accounting and reporting standards under FASB (Financial Accounting Standards Board), donor-imposed stipulations, functional expenses (mandatory and voluntary), fund-raising and management expenses are also discussed.

Our faculty are skilled professional who generate new thinking in their fields and have a genuine impact on current business practices. Intimate class settings create rich academic environments where faculty assume a mentoring role while also providing career advice and lending their networking knowledge to graduates seeking employment.



Salve Regina University

Graduate and Professional Studies

100 Ochre Point Avenue, Newport, Rhode Island 02840-4192

Phone: (800) 637-0002 or (401) 341-2338

Email: graduate_studies@salve.edu

Online: salve.edu/graduatestudies

 [@SalveReginaGraduateStudies](https://www.facebook.com/SalveReginaGraduateStudies)

 [salve.edu/graduatestudies](https://twitter.com/salve.edu/graduatestudies)

 [SalveReginaGraduateStudies](https://www.linkedin.com/company/SalveReginaGraduateStudies)