

BUSINESS

PROFESSIONAL CERTIFICATE IN

# NONPROFIT MANAGEMENT



**UCR**

Extension

Professional Studies

# PROFESSIONAL CERTIFICATE IN NONPROFIT MANAGEMENT

“I became interested in nonprofit management because I had a desire to help underprivileged kids and their families. Every class I teach at UCR Extension is filled with individuals who are eager to learn, advance, and engage--both in the classroom and in their communities.”

—Eldon Baber  
Nonprofit Management  
Consultant  
Rancho Santa Margarita,  
CA

## MAKE YOUR MARK: MASTER THE TOOLS OF THE TRADE

What you do can count even more when you learn the successful concepts and practices of nonprofit organizations. Nonprofits have always delivered encouragement to our communities – through resources to families, support for the workforce, or protection of our natural resources. Without nonprofits, many in need would have nowhere to turn. By enrolling in this program, you'll help ensure that this significant work continues, and you'll be developing your own career opportunities.

From education to human services, today's nonprofits face a litany of unique challenges. Strong, talented individuals are required to organize and lead these organizations. Step up to that role and sharpen the skills that volunteers and professionals need to work in the nonprofit environment. Gain valuable insights and strategies while acquiring a comprehensive introduction to nonprofit management concepts. All classes are taught by professionals with substantial experience in the nonprofit workplace. Make an impact on your community and get started today!

### WHAT YOU'LL LEARN

Participants in this certificate program obtain an overview of the unique roles and responsibilities for nonprofit managers, including:

- Legal requirements
- Board development
- Financial responsibilities
- Budgeting

### WHO CAN BENEFIT

Individuals who are:

- In a leadership position in a nonprofit organization or government office
- Managing or organizing a nonprofit program in private or government office settings
- Interested in developing and/or volunteering to serve on a nonprofit board

### ALSO OF INTEREST

Professional Certificate in Advanced  
Nonprofit Management

### ADMISSION

Take individual courses or fulfill all of the requirements to earn your UCR Extension certificate. Whichever you choose, you will gain the personal power that comes through learning new skills. Be assured that you are receiving education that is backed by the UC tradition of excellence.

### HOW TO EARN THIS PROFESSIONAL CERTIFICATE

Individuals must complete a total of 15 quarter units with a grade of C or better.

NONPROFIT MANAGEMENT 3 UNITS

FUNDRAISING ESSENTIALS 3 UNITS

SOCIAL MEDIA MARKETING 3 UNITS

GRANT PROPOSAL WRITING 3 UNITS

CURRENT ISSUES AND CASE STUDIES IN  
NONPROFIT MANAGEMENT 3 UNITS

- Usual completion time: 9-12 months.

### PROGRAM INFORMATION

Prices, requirements and courses are subject to change. For the most up-to-date information:

Phone: (951) 827-4105

Email: [prodev@ucx.ucr.edu](mailto:prodev@ucx.ucr.edu)

Website: [www.extension.ucr.edu](http://www.extension.ucr.edu)