



Master of Management Concentration or Certificate

NonProfit & Public

Management • CIP code 520201

16 credits • accepted in MM and MBA

Program Description — The Nonprofit & Public Management concentration offers an understanding of management's role in a non-profit setting and of the nonprofit/public sector's role in society. Students learn to work more effectively with people from diverse cultures and build consensus. They learn to create and administer budgets, read and interpret financial reports, and the importance of financial planning. They learn how to work with boards, donors and government agencies and are introduced to the basics of grant and proposal writing.

Learning Outcomes — In addition to general MM outcomes, graduates will:

- Deepen their understanding of the non-profit/public sector's role in society.
- Be able to manage and work more effectively with diverse groups of people, inspire teamwork and morale, and build consensus.
- Be able to create and administer a budget, read and interpret financial statements.
- Be able to work more effectively with boards, donors and government agencies.
- Know how to write grant proposals.

Careers — Graduates are trained for advancement into supervisory and management positions in non-profit and government organizations. The non-profit sector is expected to grow and provide job opportunities at all levels for qualified candidates. Mid level positions are often staffed from within the organization, and graduates will increase their chances for promotion. Typical job titles include program associate or manager, project manager, development associate or manager, client relations manager/supervisor, human resources manager, executive director.

Required courses

MMG727 Budgeting & Finance for Nonprofit & Public Organizations (req. MMG514)

MMG750 Business, Government & Ethics (req. MMG511)

or MMG770 Grant Writing and Resource Development

MMG760 Strategic Planning for Non-Profit Organizations (required last course in concentration/certificate)

Choose two MBA electives or Organizational Leadership courses.

Choose one directed study (1 credit)

(All courses @ 3 credits except as noted.)

Master of Management Concentration or Certificate

Organizational Leadership • CIP code 520201

16 credits • accepted in MM

Program Description — The Organizational Leadership concentration helps students understand organization design and dynamics and learn strategies to manage the performance of employees and the organization as a whole. It will help them understand and enhance their own leadership potential and lead and manage change in organizations.

Learning Outcomes — In addition to general MM outcomes, graduates will:

- Enhance their ability to lead within an organization.
- Be able to apply strategies to develop employees.
- Gain an understanding of organizational design and dynamics.
- Understand and be able to apply a variety of practical tools used in organization development.
- Acquire strategies to help organizations better adapt to new technologies, markets and challenges.

Careers — Graduates are trained for advancement into supervisory and management positions in business, non-profit and government organizations. Career opportunities include jobs in organization development, consulting, training and development.

Required courses

MMG560 Managing a Diverse Workforce

MMG740 Human Resource Management

MMG743 Models of Leadership

MMG755 Organization Development & Change Management

Choose one elective course

MMG535 Communication Strategies for Organizational Effectiveness

MMG746 The Manager as Negotiator

MMG757 Consulting Skills for Managers

MMG770 Grant Writing

Choose one directed study (1 credit)

DMG614 Performance Management

DMG753 Introduction to Organizational Coaching

Admission requirements

Certificate:

- Bachelor's degree and other School of Management requirements.
- Three years of work experience recommended.

MM Concentration: See MM or MM55 admission requirements.

If **writing assessment** indicates need, additional coursework may be required.

Online courses: No more than 49% of your Cambridge College courses may be fully-online. International students may take only one fully-online course in any term.