

# ASSOCIATE CERTIFICATE NONPROFIT MANAGEMENT

BRITISH COLUMBIA  
INSTITUTE OF  
TECHNOLOGY

SCHOOL OF  
BUSINESS

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Real Experience. Real Results.



## PROGRAM OVERVIEW

Designed for existing executives and aspiring leaders in charities and other nonprofit organizations, this program enables nonprofit professionals to effectively and efficiently improve organizational performance. Worldwide, the nonprofit sector is growing and assuming more responsibility for delivering community-based services and initiatives. This program provides context-specific knowledge and skills for those already working in a nonprofit organization, and those wishing to pursue a career in the voluntary sector.

Courses focus on unique leadership skills for nonprofit managers, financial management skills, volunteer management, marketing, government relations, fundraising, and legal requirements and governance. All courses are offered online to enable students with demanding schedules the flexibility to study whenever they wish.

### COURSES START

- > January
- > April
- > September

### REGISTRATION

- > Course by course

### DELIVERY

- > Part-time
- > In-class

### CAREER OPPORTUNITIES

- > Executive Director
- > General Manager
- > Chief Executive Officer
- > Manager, Communications and Marketing

### MORE INFORMATION

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[bcit.ca/business](http://bcit.ca/business)

### BUSINESS PART-TIME PROGRAMS AND COURSES

Just getting started? Adding to your existing knowledge and experience? Ready to reinvent your career? The BCIT School of Business offers a broad range of PTS courses, certificates, diplomas and degrees to help you reach your goals in every aspect of business and media. For more information: [bcit.ca/business/pts](http://bcit.ca/business/pts)

### INFORMATION SESSIONS

Information Sessions are a great way to learn more about our programs and to get your questions answered by the program heads, faculty and staff. Attend one of our upcoming info sessions to determine if the Financial Analyst program is the right one for you! Register now: [bcit.ca/infosessions](http://bcit.ca/infosessions)

### FINANCIAL AID

To apply for financial assistance, contact the BCIT Financial Aid and Awards office at 604.432.8555 or visit the Financial Aid page: [bcit.ca/finaid](http://bcit.ca/finaid)

### PROGRAM MATRIX

1. Required courses:		
Course No.	Courses	Credits
FUND 1215	Essentials of Fundraising	3.0
MKTG 1102	Essentials of Marketing	3.0
NPMA 1700	Financial Management for Nonprofit Organizations	3.0
NPMA 1800	Government Relations	3.0
NPMA 1850	Law and Governance	3.0
NPMA 2611	Human Resource Management in Nonprofit and Fundraising Organizations	3.0
ORGB 1105	Organizational Behaviour	4.0

2. Complete 3.0 credits from the following:		
Course No.	Courses	Credits
MKTG 1019	Media Relations	3.0
MKTG 1554	Fundamentals of Branding	3.0
MKTG 3321	Public Relations	3.0
MKTG 3342	Negotiating Skills	3.0
MKTG 3406	Brand Innovation and Development	3.0
<b>Total Credits: 25.0</b>		

Now you can get 3 credits towards the Associate Certificate in Nonprofit Management through United Way's Campaign Associate program. The Campaign Associate program is a 16-week secondment opportunity at United Way during their annual fundraising campaign. To be eligible for the credits, you need to successfully complete the Campaign Associate program. This opportunity also applies to people who have successfully completed the United Way Campaign Associate program in 2013 or later. Contact Christina Hagberg for more information at [christina\\_hagberg@bcit.ca](mailto:christina_hagberg@bcit.ca) or 604.412.7675.

