

# CERTIFICATE IN NON-GOVERNMENTAL ORGANIZATIONS AND NONPROFIT STUDIES

## At a Glance

### Faculty

[www.kpu.ca/arts](http://www.kpu.ca/arts) (<http://www.kpu.ca/arts/>)

### Area of Study:

[www.kpu.ca/arts/ngo](http://www.kpu.ca/arts/ngo) (<http://www.kpu.ca/arts/ngo/>)

### Academic Level:

Undergraduate

### Credential Granted:

Certificate

### Start Date:

Fall (September)

Spring (January)

Summer (May)

### Intake Type:

- Open

### Minimum Credits Required:

30

### Curriculum Effective Date:

01-Sep-2020

The Certificate in NGO (Non-Governmental Organizations) and Nonprofit Studies at KPU is unique to this region. It is distinct from other nonprofit management programs in that it offers the following:

- 30-credit program available directly out of high school
- Program structure that bridges the Faculty of Arts, the Faculty of Science, and the Melville School of Business
- Broad inclusion of local human rights, environmental, and advocacy organizations in B.C.'s Lower Mainland

Our program recognizes the depth of learning that can take place right here in greater Vancouver. Graduates from our program use their experience and knowledge to work for nonprofit organizations, businesses, and social enterprises both in Canada and around the world. KPU identifies with the innovation characteristic of this sector and is eager to move a new generation of learners into work in this area.

The educational experience is designed to address the NACC (Nonprofit Academic Centers Council) Curricular Guidelines for Undergraduate Study in Nonprofit Leadership, the Nonprofit Sector and Philanthropy (2007). It prepares students for entry-level work at nonprofit organizations and NGOs. Students will acquire practical and up-to-date skills, including an

introduction to Imagine Canada's Standards Program, Canada Revenue Agency guidelines for the nonprofit sector, and the following skills and methods:

1. Skill sets: Marketing, minute-taking, database work, presenting, reporting, academic research and writing, literature reviews, fundraising principles, social return on investment analysis, grant writing
2. Methods: Participant-observation, qualitative methods, interviewing, cross-cultural understanding, face-to-face field methods, mapping, critical analysis, ethics and advocacy

Nonprofit organizations and NGOs serve a broad mandate, providing understanding and solutions to humanitarian issues, environmental problems, human rights, development efforts, and the problems experienced by marginalized populations. There is an increasing move towards professionalization in this area, and KPU's targeted introduction to disciplines in the Faculty of Arts, the Faculty of Science, and the Melville School of Business ensures that graduates have covered comparative perspectives on civil society, voluntary action and philanthropy, as well as key aspects of financial management and accountability.

## Requirements

### Admission Requirements

The Faculty's Admission Requirements, which consist of KPU's undergraduate English Proficiency Requirement (<https://calendar.kpu.ca/admissions/english-proficiency-requirements/>), apply to this program.

### Curricular Requirements

Students must complete a total of 30 credits as described below:

Code	Title	Credits
ANTH 1100	Social & Cultural Anthropology	3
ANTH 2190	Organizations for Change: Charities and Nonprofits	3
ANTH 3190	Non-Governmental Organizations in Practice	3
CMNS 1140 or ENGL 1100	Introduction to Professional Communication Introduction to University Writing	3
<b>Business</b>		
Select at least six credits, with no more than one course from each group:		6
<b>Group A</b>		
ACCT 1110	Introductory Financial Accounting I	
ACCT 1160	Accounting Essentials for Non-Business Students	
ACCT 4650	Not-For-Profit Management and Financial Reporting	
<b>Group B</b>		
BUSI 1110	Fundamentals of Business in Canada	
<b>Group C</b>		
BUSI 1210	Essentials of Management	
BUSI 1215	Organizational Behaviour	
BUSI 1250	Human Resources Management I	
BUSI 2110	Values, Rationality, and Power: Developing Wise Organizational Action	
BUSI 2390	Business Law	
BUSI 2490	International Business	
<b>Group D</b>		

ECON 1150	Principles of Microeconomics
ECON 1250	Principles of Macroeconomics
ECON 2210	Money and Banking
ECON 2255	International Trade

## Group E

ENTR 3110	Advanced Organizational Behaviour
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## Group F

HRMT 3135	Recruitment & Selection
HRMT 4125	Organizational Development

## Group G

MRKT 1199	Introduction to Marketing
MRKT 2235	Small Business Start-up
MRKT 2333	Fundamentals of Strategic Marketing Management
MRKT 3240	Marketing Analytics and Information Management

## Group H

PRLN 1150	Introduction to Public Relations
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**Methods and Ethics**

Select at least six credits, with no more than one course from each group: 6

## Group A

ANTH 2100	Ethnographic Research Methods and Ethics
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## Group B

BUSI 2465	Negotiation Skills
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## Group C

COMM 1100	Foundations of Communication Studies
COMM 1200	Visual Literacy
COMM 2100	Media Ethics and Law
COMM 3220	Social Media, New Technology, and Society

## Group D

CNPS 3310	Theories of Counselling
CNPS 3320	Career Counselling and Career Education
CNPS 3330	Cultural Considerations in Counselling

## Group E

CRIM 1208	Methods of Research in Criminology
CRIM 1215	Interpersonal and Professional Development in Criminology
CRIM 3307	Issues in Conflict Resolution

## Group F

EDUC 4100	Post University Transition
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## Group G

CMNS/ENTR 3000	Advanced Professional Business Communications
ENTR 3100	Business Analysis and Decision Making

## Group H

ENVI 3212	The Urban Environment
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## Group I

GEOG 2380	Qualitative Methods in Geography
GEOG 2390	Quantitative Methods in Geography
GEOG 2400	Introduction to GIS

## Group J

GLBL 2000	Intercultural Engagement in Practice
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## Group K

HRMT 3265	People Learning & Development
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## Group L

IDEA 3302	Creativity and Leadership in Groups
IDEA 4100	Interdisciplinary Expressive Arts 2

## Group M

JRNL 1160	Introduction to Journalism
JRNL 1220	Citizen Journalism
JRNL 2120	Storytelling: Writing for Journalism
JRNL 2230	Multimedia Storytelling
JRNL 2360	

## Group N

JRNL 2370	
JRNL 3165	Data Visualization
JRNL 4240	Social Issues Journalism

## Group N

MRKT 3211	Integrated Marketing Communications Management
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## Group O

A course in PHIL at the 3000 level or higher	
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## Group P

A course in POST at the 1100 level or higher	
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## Group Q

PSYC 2400	Research Methods in Psychology I
PSYC 3200	Industrial and Organizational Psychology
PSYC 3210	Attitudes and Persuasion
PSYC 3220	Group Dynamics
PSYC 3960	Program Evaluation

## Group R

A course in PRLN at the 1100 level or higher	
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## Group S

SOCI 2260	Research Methods in Sociology
SOCI 3260	Qualitative Research Methods
SOCI 3365	Quantitative Research Methods

## Group T

ARTS 4800	Arts Practicum
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## Group U (6-credit courses)

ANTH 3150	Ethnographic Field Studies
ARTS/DESN 3000	Interdisciplinary Amazon Field School
ARTS 3200	Inside-Out Prison Exchange
CRIM 3800	Service Learning in Criminology and Justice
PSYC 4010	Practicum in Psychology
SOCI 4325	Sociological Aspects of Community Service
SOCI 4330	Global Community Service

**Perspectives**

Select at least six credits, with no more than one course from each group: 6

## Group A

AGRI 1150	Foundations of Sustainable Agriculture
AGRI 1250	Foundations in Sustainable Agriculture
AGRI 2230	Sustainable Human Economy

## Group B

ANTH 2120	Cross-Cultural Women's and Gender Studies
ANTH 2140	

ANTH 2142	Indigenous Peoples and Anthropology in Canada
ANTH 2160	
ANTH 3160	
Group C	
CRIM 3120	Organized Crime
CRIM 3310	Restorative Justice
CRIM 4240	Indigenous Peoples and Justice
Group D	
DESN 2100	The Vancouver Design Experience
Group E	
ECON 2260	Environmental Economics
Group F	
EDUC 3240	Social Justice and Diversity in Education
Group G	
ENVI 1121	Environmental Issues
ENVI 3112	Environment and Society
Group H	
GEOG 1101	Human Geography
GEOG 2250	The City
GEOG 3120	Economic Geography
GEOG 3130	Society and Urban Space
GEOG 3220	Urban Planning and Politics
GEOG 3320	Environment and Resources
Group I	
INDG 1100	Introduction to Indigenous Studies
CRIM/INDG 4245	Indigenous Activism
Group J	
A course in PHIL at the 3000 level or higher	
Group K	
A course in POLI at the 1100 level or higher	
Group L	
A course in POST at the 1100 level or higher	
Group M	
PSYC 4650	Psychology of Genocide
Group N	
SOCI 1125	Introduction to Society: Processes and Structures
SOCI 2311	Social Justice
Group O	
ARTS 4800	Arts Practicum
Group P (6-credit courses)	
AGRI/BUSI/DESN 2500	Design Thinking: Food System connectivity in Design, Business and Agriculture
ANTH 3150	Ethnographic Field Studies
ARTS/DESN 3000	Interdisciplinary Amazon Field School
ARTS 3200	Inside-Out Prison Exchange
CRIM 3800	Service Learning in Criminology and Justice
PSYC 4010	Practicum in Psychology
SOCI 4325	Sociological Aspects of Community Service
SOCI 4330	Global Community Service

## Credential Awarded

Upon successful completion of this program, students are eligible to receive a **Certificate in Non-Governmental Organizations and Nonprofit Studies**.