



## Certificate Program in Leadership in Human Services Management Program Details

The College of Social Work at the Ohio State University is proud to offer the Certificate Program in Leadership in Human Services Management. Designed to train social workers and human service professionals for positions of leadership within human service organizations, this program will prepare participants for a meaningful future in management and administration in a non-profit agency. Candidates in this program will receive over 60 hours of Continuing Education credit including three hours in ethics and 9 hours in supervision.

Candidates in this program will:

- Identify the principles and practices of ethical leadership
- Discover and develop their own leadership style
- Develop competencies in supervision, staffing, and project management
- Gain skills in budgeting and fundraising
- Explore career advancement
- Participate in interactive exercises to enhance skill development
- Diagram a program evaluation
- Develop skills in supervision and employee development
- Work with a mentor to grow and develop in service areas important to the candidate.

Our program starts in January 2017 and runs through August 2017. Location is still to being finalized. Thursday sessions will run from 6:00 p.m. to 9:00 p.m. Friday sessions are 9:00 a.m. to 4:00 p.m.

1/26/17 & 1/27/17	Strengths Quest
2/23/17 & 2/24/17	The Mindful Leader
3/23/17 & 3/24/17	Program Planning
4/27/17 & 4/28/17	Budgeting
5/25/17 & 5/26/17	Program Evaluation
6/29/17 & 6/30/17	Supervision & Management
7/27/17 & 7/28/17	Ethical Leadership & Career Advancement
8/25/17	<i>Candidate Presentations</i>



## Eligible Candidates:

Appropriate candidates for this program include:

- ✓ Persons who currently hold a bachelor's degree in social work and are employed in the human services field
- ✓ Persons with a master's degree in a related field who are currently employed in the human services field
- ✓ Persons with either of these degrees who are not currently employed, but are seeking to re-enter the workforce
- ✓ Other applicants with special circumstances will be considered

## How to Apply:

Potential candidates should complete the application, provide a resume or CV, and a letter of professional recommendation discussing your ability to complete the program.

## Cost:

The total cost of this program is \$1,600. This includes the cost of the training sessions, the CEU credits, and lunch. There are several options to funding this program.

1. Your employer can pay the entire amount for your participation.
2. You and your employer can share the cost.
3. You can pay the entire cost of the program.

## Payment options:

- ✓ Discounted rate of \$1500 if all fees are paid in full by January 13, 2017

OR

- ✓ Opt. for a monthly installment plan of \$400 due on or around the 15<sup>th</sup> of each month (January 15, February 15, March 15, and April 15).

The College of Social Work also has a competitive scholarship available for those demonstrating financial hardship. If this is a concern, please address this in your application.

Payment can be made via check, money order, credit card, or agency invoice. Upon acceptance into the program, you will receive a bill for the cost of the certificate program.