MANGALORE UNIVERSITY

Department of Social Work
Master of Social Work (MSW)

SWS 505: MANAGEMENT OF NON-PROFIT ORGANIZATIONS FOR SUSTAINABLE DEVELOPMENT

Objectives:

- To develop understanding of the evolution of administration as a science and as a method;
- To develop understanding and appreciate the utility of the administrative structures, processes and procedures in an organization;
- To acquire knowledge and skills in the use of different management techniques in human service organizations; and
- To understand policies and procedures involved in establishing and maintaining human service organizations.
- To understand theoretical understanding of development;
- To acquire knowledge of different theories, barriers and forms of development and their use in the process of social change;

Course content:

UNIT-I

Administration of Voluntary Organizations: Basic concepts-Administration, Organization, Management, Business Administration, Public Administration, Social Welfare Administration; NGOs as non-profit organizations involved in development work - Common denominators and overlaps in Business, Public and Non-profit managements Legal - rational structure of Non-profits -Trusts, Special reference to Trust Act, Societies Registration Act

UNIT-II

Approaches to Organizational Management:
Vision, Mission and Goals in NGOs – Matching intervention paradigms with mission and vision - Translating vision and mission into action Management process: Vision, Planning, Organizing, Directing, Staffing, Coordination, Reporting and Budgeting. Executive boards, committees; Professionals and other staff-relationship, communication, team work, and facilitating team building, training and supervision; Organizational climate, Human resource planning and training. Organizational Budget, Sources of finance, Fundraising, Records, Audit.

UNIT-III

Functioning of voluntary organizations: Coordinating, reporting , Public Relations, Networking, Administrative Skills; writing letters, reports and minutes; Fundraising and conducting meetings; Marketing of Social Services-Relevance of social services in developing economy; Applications of marketing in social services, e.g. health and family welfare, environment protection, social forestry, etc. Leadership styles suited for NGOs , Interfacing with community and community based organizations, NGO Capacity Building : Building the competencies in NGOs - Identification and Procurement of right competencies, Training and Development and Performance Appraisal

UNIT-IV

Development Paradigm : -Concept on development, Basic Elements of Development- , Objectives of Development, Dimension of development, sustainable development Concept & strategies to achieve sustainable development. Globalization and development , Emerging Challenges in Development – Development Debate – Development vs. Displacement – Development Ethics – Inclusive Development– Development as Freedom – Changing paradigms of Development , Sustainable development .

UNIT-V

Development Approach And strategies : Right to Development - UNDP Initiatives - Development Strategy: Poverty Reduction, Employment, Health - Models of Development: Quantitative Growth Approaches - Planning and Growth Strategies in India: Priorities, Target Groups, Approaches and Methods - Liberalization, Privatization and Globalization in India- Shift in Developmental Policies and Strategies- Transition from Quantitative to Qualitative Approaches: Basic Needs Approach, Sustainable Human Development Approach, Gender Development Approach

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Goel S.L., 1988.		Social WelfareAdministration VOL.2: Theory andPractice. Deep &Deep Publications.
Goel S.L., &Jain R.K., 1998		Social Welfare Administration Vol.1: Theory and Practice. Deep &Deep Publications
Garain, S. 1998.		Organizational Effectiveness of NGOs. Jaipur:

		University Book House.
Kohli A.S., &Sharma S.R., 1996.		Encyclopedia of Social Welfare and Administration Vol. 1-7. Anmol Pub. Pvt. Ltd., New Delhi.
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Journal

Garain, S.,		Towards a Measure of Perceived Organizational Effectiveness in Nongovernment Organization. Mumbai: Indian Journal of Social Work, 54 (2).