



LEARNING OUTCOMES	LEARNING ACTIVITIES	EVALUATION METHODS
3. Identify, analyze and question the principle conceptual issues in Volunteer Administration.	Assigned Reading Lecture AV/Multimedia Materials Case Study Based Discussion	Exams/Quizzes Case Study Essays/Quizzes Required Component Needed for Portfolio- Building - Needs Assessment
4. Identify the various components of Volunteer Administration with an appreciation of their global and multicultural nature.	Lecture Assigned Reading AV/Multimedia Materials Sustainability Project Discussion	Exams/Quizzes Required Component Needed for Portfolio- Building - Sustainability Project
5. Utilize the Ethical Standards of Human Service Professionals to address ethical issues in volunteer administration and non-profit management.	Lecture Case Study Based Discussion AV/Multimedia Materials	Case Study Essays/Quizzes Required Component Needed for Portfolio- Building - Needs Assessment
6. Recognize the nature and importance of the aesthetic within Volunteer Administration.	Lecture AV/Multimedia Materials Sustainability Project Discussion	Required Component Needed for Portfolio- Building - Sustainability Project
7. Demonstrate the use of the major technological tools available in volunteer administration and non-profit management.	Lecture AV/Multimedia Materials Sustainability Project Research Topic Supported	

7. Interviewing and Placing Volunteers
8. Training: Designing Creative Learning Experiences
9. Communications
10. Putting It All Together

**LEARNING MATERIALS:**

Worth, M.J. (2012). *Nonprofit Management: Principles and Practice* (2<sup>nd</sup> ed.).  
Los Angeles, CA: Sage Publications, Inc.

Other learning materials may be required and made available directly to the student