

# NONPROFIT MANAGER'S TOOLBOX, CERTIFICATE OF COMPLETION

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## Requirements

The Nonprofit Manager's Toolbox Certificate enables students to develop the coaching, delegation, motivational and communication skills needed to open up additional work and advancement opportunities.

There are no prerequisite requirements for this program, and courses are open to all students.

| Code       | Title                                       | Units |
|------------|---|-------|
| PROW NC100 | Introduction to Nonprofits                  | 0     |
| PROW NC033 | Successfully Managing and Developing People | 0     |
| PROW NC021 | Coaching Skills                             | 0     |

## Learning Outcomes

1. Compare and contrast nonprofit and for-profit organizations.
2. Provide an example of how to develop and communicate an effective delegation plan for a given workplace scenario.
3. Identify which coaching techniques would be most effective in improving employee performance in a given scenario.