

WHAT SOME STUDENTS ARE SAYING:

"There were so many great pieces to this course. I learned so many new things about myself and volunteerism in Canada. This course taught me the importance of using effective leadership and inclusive planning in order to transform a passionate idea (for helping people) into a feasible well structured project. I have a University Degree in Recreation and Leisure and this course was the missing piece in my education."

– Kathleen Gracia Flores

"As an honors graduate from the University of Toronto and former nursing student I made the switch to pursue Volunteer Management as a career. Now working at Trillium Health Partners – Credit Valley Hospital managing volunteers is a special job where you see individuals making a difference in others every day. It has been a privilege to be in this course with so many likeminded students who want to grow volunteerism and its programs. The course helped me build leadership skills, gain knowledge about the Volunteer sector and how to apply critical thinking skills at work. I am now sure I have the skills necessary to excel in the Management of Volunteers. Thank you to Humber and the Volunteer Management professors for helping me reach my goal!" – Victoria Soric

"This is an excellent course and very helpful for anyone new to the non-profit sector and volunteer management. You learn the foundations, skills and tools you need to become a successful and effective volunteer coordinator. My instructor was great. I am very happy I took this course."

– Amanda Thomas

TWO WAYS TO REGISTER:

Online: humber.ca/ets
Telephone: 416.675.5005
1.877.675.5660

For more program information, visit: humber.ca/ets

CONTACT

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VOLUNTEER MANAGEMENT LEADERSHIP

Certificate Program 2017-2018



VOLUNTEER MANAGEMENT LEADERSHIP CERTIFICATE

Humber College Institute of Technology & Advanced Learning is pleased to offer the Volunteer Management Leadership Certificate Program. This updated program is the longest running program in Volunteer Management in Canada's non-profit sector. Participants are sure to find it to be a relevant and valuable learning experience.

Volunteers are vital to the success of organizations in healthcare, social welfare, arts and culture, religion, sports and recreation, environment and many other community associations. Gain the leading edge knowledge you need to understand the voluntary sector, build business practices, and gain the skills required to be a leader in the field.

CERTIFICATE OUTLINE

This certificate program is a comprehensive guide to developing and managing a strong volunteer team. It addresses the foundations of Volunteer Management based on best practices, and addresses the building blocks which lead to a strong and engaged volunteer team. It teaches strategies for planning, developing, evaluating and leading relationships to engage all stakeholders.

CERTIFICATE CRITERIA

Three compulsory courses

VMLC 201 Foundations of Volunteer Management

VMLC 202 Building Leadership Capacity

VMLC 203 Leadership and Planning Strategies

Individuals who complete the three compulsory courses will be eligible for a Humber Certificate of Completion.

FOUNDATIONS OF VOLUNTEER MANAGEMENT

Course: VMLC 201 | Fee: \$440 | North Campus

Total Hours: 30

This course focuses on imparting current best practices in Volunteer Management while developing and improving the competencies required to manage a strong volunteer department. Throughout the course students will examine the Volunteer Management Cycle and other established standards.

BUILDING LEADERSHIP CAPACITY

Course: VMLC 202 | Fee: \$440 | North Campus

Total Hours: 30 | Pre-requisite: VMLC 201

This course takes students beyond the foundation of Volunteer Management and begins to examine how one can build leadership capacity, advocate for the organization, and assess existing practices. This course will look at how to design strong volunteer programs and how to respond to the needs of the organization and the community.

LEADERSHIP AND PLANNING STRATEGIES

Course: VMLC 203 | Fee: \$504 | North Campus

Total Hours: 30 | Pre-requisite: VMLC 201 & 202

This course focuses on applying leadership knowledge and skills to respond to the changing needs of an organization and its stakeholders. It will focus on demonstrating impact through strategic planning and leadership. This course will benefit senior leaders who may not work directly with volunteers but who are responsible for the outcomes of volunteer engagement.

For course schedule, visit: [humber.ca/ets](https://www.humber.ca/ets)

 ONLINE OPTION AVAILABLE

ONLINE LEARNING

Online courses are accessible from anywhere in the world and are well suited to those who need a more flexible study schedule. The online learning management system allows students to experience online discussion groups and chat sessions. Students receive personal feedback and individual assessment of assignments. Each course has a Critical Path intended to guide students through the course material. Students are required to meet all deadlines for: assignments, posting to discussion board, completing quizzes and tests, and may be required to participate in weekly live-chat sessions at specified times. Students and instructor interact within the course site or by private message. In addition to the online discussion board and chat sessions, students should be prepared to spend six to nine hours per week on homework, assignments, and course material.

For information on system requirements or other information regarding online learning at Humber, visit [humber.ca/onlinelearning](https://www.humber.ca/onlinelearning), or call 416.675.5049 or 1-877-215-6117

SOME SKILLS YOU WILL LEARN FROM THIS PROGRAM

- How to recognize how volunteerism fits within the context of the non-profit sector
- How to look at best practices of the screening, training and orientation process for volunteer involvement
- How to evaluate how risk can impact our programs
- How to practice effective financial management
- How to market your volunteer program effectively to specialized cohorts
- How to develop leadership strategies that enable us to respond effectively to change