

# Community Relations – Nonprofit Work

## Background –

Working within a nonprofit organization usually involves the advocacy and coordination of services for individuals needing community services, although this is not always the case. Specific duties include assisting other professionals in determining treatment plans for those requiring one, assisting clients in filling out paperwork, transporting clients and frequently checking in with clients to ensure that services were obtained. Generally speaking, furthering your education in Public Health, Community Psychology, Public Administration or Business would advance your career in this field.

**What do people earn in this career?** Average Salary of \$30,000\* Annually

**What classes at GVSU may help me in my career?** Discuss with your advisor which courses among those on this list, along with other courses not listed here, would best serve your career goals.

1. **PSY 301** – Child Development
2. **PSY 303** - Psychopathology
3. **PSY 331** – Adolescent Development
4. **PSY 364** – Life Span Developmental Psychology
5. **Classes within Minor in Nonprofit Administration** – (21 credits)
  - a. **PA 270** – Public Administration
  - b. **PA 335** – Grant Writing
  - c. **PA 360** – Volunteerism and the Nonprofit Sector
  - d. **PA 420** – Organization Sector
  - e. **PA 490** – Internship
6. **Classes within Minor in Public Administration** – (21 credits)
  - a. **PA 270** – Public Administration
  - b. **PA 307** – Local Politics and Administration
  - c. **PA 360** – Volunteerism and the Nonprofit Sector
  - d. **PA 375** – Public Budgeting and Finance Administration
  - e. **PA 376** – Public Personnel Policy and Administration
  - f. **PA 420** – Organization Theory and Dynamics
  - g. **PA 495** – Community Analysis (Capstone)



**What skills are important to have working in this field?** Communication skills, understanding and compassion, problem solving skills, listening skills, ability to work as a team or individually, and cross cultural competency are all important skills to strive to have while working within this field.

\*Salary for “Social and Human Service Assistant” - \$31, 810 (2016) from bls.gov

**Possible Employers** – State or local community nonprofit organizations or small businesses;  
Specific Example - Support Coordinator at Kalamazoo Community Mental Health & Substance Abuse Services (\$40,600 Full Time Position) requiring only a bachelor's degree in Psychology

\*Salary for “Social and Human Service Assistant” - \$31, 810 (2016) from bls.gov