

# DOMINICAN INTERNATIONAL INSTITUTE

SCHOOL OF ARTS & HUMANITIES

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## VOLUNTEER MANAGEMENT SPECIALIST (VMS)

Nearly 65 million Americans volunteer in a wide variety of organizations & institutions. From the non-profit large community organizations to the little league baseball teams and from major hospitals and libraries to hospice and senior centers, volunteers have become an integral part of our society.

Unfortunately, there is also a very high turnover among volunteers. According to the research done by The Urban Institute, two-fifths of the volunteers stop volunteering because of one or more poor volunteer management practices. Although the non-profit sector, in the past, has been reluctant to adopt management policies of for-profit sector, the changing volunteer culture and growing needs of the volunteers dictates re-engineering of the volunteer management policies & practice.

Dominican International Institute offers the Volunteer Management Specialist Certificate programs with a challenging curriculum, based on research done by a number of experts in the volunteer management field. Our non-traditional, work-shop, seminars, individualized and thought provoking programs encompasses what more non-profit organizations need to plan and develop an effective volunteer management program, which may enhance your standing in the community, attract more qualified volunteers, increase retention significantly and which will satisfy the needs and desires of the 21<sup>st</sup> century volunteers.

**All programs, including Continuing Education programs are available on-line.** Credits earned can be transferred for training in many other professions e.g. Business, Health Care, Arts, Humanities & Social Sciences or Language & Cultures. New classes start in January, April, July and October. Accelerated programs, credits for previous studies, scholarships, student loans and easy monthly payment facilities are available. Additional, non-credit courses, can be had for \$5.00 per hour, based on availability. Please refer to DII school catalog or contact the Registrar for more information.

<b>CERTIFICATE</b> <b>Trimester 1-4 (1 year)</b> 14 courses = 630 clock hours <b>Tuition: \$1,970.00</b>	The 8-hours CPR & First Aid course is <b>mandatory</b> cost is included in the tuition
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Trimester-1	Courses	Hrs	Trimester-3	Courses	Hrs
VOL-101	Introduction to Volunteer Management	45	VOL203	Developing & Managing Volunteers	45
CUL-101	Multicultural Studies	45	VOL204	Volunteer Management & Retention	45
PSY-101	Introduction to Psychology	45	VOL205	Training Volunteer Board & Leaders	45

Trimester-2	Courses	Hrs	Trimester-4	Courses	Hrs
SOC-101	Introduction to Sociology	45	GRN101	Fundamentals of Grant Writing	45
VOL-202	Volunteer Management	45	COM101	Fundamentals of Communication	45
EDU-101	Fundamentals of Adult Learning	45	ETH-102	Professional Ethics	45
BUS-207	The Art of Public Speaking	45	BUS-219	Crisis & Conflict Management	45