Course Outline

Part I

Programme Title	:	Bachelor of Social Sciences (Honours) in Sociology and Community Studies and Bachelor of Education (Honours) (Geography); all undergraduate programmes
Programme QF Level	:	5
Course Title	:	**NGOs and Social Innovation**
Course Code	:	SSC3264
Department	:	Social Sciences and Policy Studies
Credit Points	:	3
Contact Hours	:	39
Pre-requisite(s)	:	Nil
Medium of Instruction	:	EMI
Course Level	:	3

Part II

The University's Graduate Attributes and seven Generic Intended Learning Outcomes (GILOs) represent the attributes of ideal EdUHK graduates and their expected qualities respectively. Learning outcomes work coherently at the University (GILOs), programme (Programme Intended Learning Outcomes) and course (Course Intended Learning Outcomes) levels to achieve the goal of nurturing students with important graduate attributes.

In gist, the Graduate Attributes for Sub-degree, Undergraduate, Taught Postgraduate, Professional Doctorate and Research Postgraduate students consist of the following three domains (i.e. in short "PEER & I"):
- **P**rofessional **E**xcellence;
- **E**thical **R**esponsibility; **&**
- **I**nnovation.

The descriptors under these three domains are different for the three groups of students in order to reflect the respective level of Graduate Attributes.

The seven GILOs are:
1. Problem Solving Skills
2. Critical Thinking Skills
3. Creative Thinking Skills
4a. Oral Communication Skills
4b. Written Communication Skills
5. Social Interaction Skills
6. Ethical Decision Making
7. Global Perspectives

1. **Course Synopsis**

   This course aims to equip students with the essential knowledge and skills necessary for managing non-governmental organizations (NGOs). Beginning with an overview of the nature and variety of NGOs, it will then discuss a number of practical issues relating to the establishment and operation of an NGO, e.g., defining its mission, choosing the suitable legal entity, constituting an NGO board, financial management, capacity building, and developing and deploying effective solutions to social and environmental issues. Further, some ethical and governance problems commonly found in NGOs will be examined.

2. **Course Intended Learning Outcomes** (CILOs)

   Upon completion of this course, students will be able to:

CILO$_1$	Describe the nature and types of NGOs, and evaluate critically their roles in local and global communities;
CILO$_2$	Explain the requirements and procedures of setting up NGOs with a sound governance structure;
CILO$_3$	Identify common ethical and governance challenges facing NGOs, devise effective and creative strategies to solve them;
CILO$_4$	Acquire practical knowledge and skills in NGO works (e.g. budget planning, application for government grants, and developing collaborative projects for innovative solutions.).

3. **Content, CILOs and Teaching & Learning Activities**

Course Content	CILOs	Suggested Teaching & Learning Activities

• Understanding NGOs:
  – relevance and rationale
  – characteristics and classification
  – range of activities
  – global and local challenges to NGOs
	CILO$_1$	Lecture, class discussion, and case study.

• Starting an NGO:
  – mission and target groups
  – legal forms and compliance
  – internal rules and management structure
  – funding and networking
	CILO$_{2,4}$	Lecture, guest lecture, class discussion, case study, small group exercises.

• Managing NGO resources and activities:
  – staff expertise and development
  – financial management
  – preparing action proposals
  – building social capital and collaborative networks
	CILO$_{3,4}$	Lecture, guest lecture, case study, small group exercises, field visit, internship.

• Holding NGOs accountable:
  – common ethical and governance and problems
  – applicable ethical and legal standards
  – legal and non-legal monitoring tools
	CILO$_{2,3}$	Lecture, guest lecture, class discussion, case study.

4. Assessment

Assessment Tasks	Weighting (%)	CILO
(a) Quiz (MC or short questions) • testing basic concepts concerning NGO's nature and organization.	15%	*CILO$_{1, 2,3,4}$*
(b) In class activity • reflecting upon NGO's role in bringing about social innovation based on a current case, or the students' personal experience.	25%	*CILO$_{2,3, 4}$*
(c) Individual paper (2,400 words) • students are required to formulate their own topics for the paper; • the paper should address an important issue about NGOs, which is related to the theme of the course.	60%	*CILO$_{1, 2,3,4}$*

5. Required Text(s)
Nil

6. Recommended Readings

• Allison, M. and Kaye, J. (2015). *Strategic Planning for Nonprofit Organizations: A Practical Guide for Dynamic Times*, 3rd ed. New Jersey: John Wiley & Sons Inc.

• Coe, C. (2017). *Managing Public and Nonprofit Organizations: Stories of Success and Failure*. London: Routledge.

• Dany, C. (2015). *Global Governance and NGO Participation: Shaping the information society in the United Nations*. London: Routledge.

• Fowler, A. and Malunga, C. (2010). *NGO Management: The Earthscan Companion*. London: Routledge.

• ICAC, HKSAR (n.d.). "Governance and Internal Control in Non-Governmental Organisations", available at http://cpas.icac.hk/UPloadImages/InfoFile/cate_43/2016/208ec0bd-878e-4dc0-b755-c4a230b39bdd.pdf

• Lewis, D. (2014). *Non-Governmental Organizations, Management and Development*, 3rd ed. London: Routledge.

• Pynes, J.E. (2013). *Human Resources Management for Public and Nonprofit Organizations: A Strategic Approach*, 4th ed. New York: John Wiley & Sons Inc.

• Werther, W. B. and Berman, E. M. (2001). *Third Sector Management: The Art of Managing Nonprofit Organizations*. Washington: Georgetown University Press.

7. **Related Web Resources**

- Global Policy Forum – "NGOs":
  https://www.globalpolicy.org/ngos.html
- ICAC, HKSAR, "Anti-Corruption Resources – NGOs & Social Enterprises":
  http://www.icac.org.hk/en/resource/publications-and-videos/nse/index.html
- Social Welfare Department, HKSAR, NGO websites:
  https://www.swd.gov.hk/en/index/site_links/page_ngowebsite/
- The World Association of Non-Governmental Organizations (WANGO):
  http://www.wango.org/
- What is a Non-Governmental Organization? (By Professor Peter Willetts, City University, London):
  http://www.staff.city.ac.uk/p.willetts/CS-NTWKS/NGO-ART.HTM

8. **Related Journals**

- *Nonprofit and Voluntary Sector Quarterly*
- *Nonprofit Management & Leadership*
- *The International NGO Journal*
- *Third Sector Review*
- *Voluntary Sector Review*
- *VOLUNTAS: International Journal of Voluntary and Nonprofit Organizations*

9. **Academic Honesty**
   The University upholds the principles of honesty in all areas of academic work. We expect our students to carry out all academic activities honestly and in good faith. Please refer to the *Policy on Academic Honesty, Responsibility and Integrity* (https://www.eduhk.hk/re/uploads/docs/0000000016336798924548BbN5). Students should familiarize themselves with the Policy.

10. **Others**
    Nil

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