

BUS 4840C - CE Nonprofit Leadership Intern

Fall 2026 Syllabus, Section 01, CRN 42642,

Credit hours: 3

Instructor

Laura Dewberry

Professional Qualifications:

Master's, Business Administration, Cleveland State University

Bachelor's, Business Administration, John Carroll University

Director, Center for Nonprofit Leadership & Senior Lecturer, Department of Management & Marketing

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Public Instructor Information

Instructor Title: Director, Center for Nonprofit Leadership & Senior Lecturer, Department of Management & Marketing

Instructor Professional Qualifications:

Master's, Business Administration, Cleveland State University

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Instructor Office Location: WCBA 3307

Instructor Office Phone: 330-941-1870

Course Description

4840C. CE Nonprofit Leadership Internship. Students work in a nonprofit organization for 225 hours to achieve goals agreed upon by the student and organization. Prereq.: junior standing; 2.5 GPA, special approval required of Director - Center for Nonprofit Leadership. Coreq.: BUS 4841. 3 s.h.

Course Readings

Group	Title	Author	ISBN
Optional	No Readings		

No readings.

The course readings are subject to change in the event of extenuating circumstances, research developments, current events, and/or to ensure better learning.

Schedule of Topics and Assignments

Week of	Reading(s)	Proposed Topic	Due/To Prepare for Class
8/24	N/A	N/A	Complete all duties and responsibilities assigned at your nonprofit internship.
8/31	N/A	Basics on your host organization	Reflection Paper Complete all duties and responsibilities assigned at your host organization.

9/7	N/A	Internship Presentation Scheduling	Submit 3 possible dates/times for your in-person, live internship presentation Complete all duties and responsibilities assigned at your host organization.
9/14	N/A	Nonprofit Collaboration	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
9/21	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
9/28	N/A	Nonprofit Bureaucracy & Culture	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
10/5	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
10/12	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
10/19	N/A	Board Structure, Committees, & By-Laws	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
10/26	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
11/2	N/A	Nonprofit Funding / Revenue Sources	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
11/9	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
11/16	N/A	Nonprofit Governance	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
11/23	N/A	Internship Evaluation	Reflection Paper Internship Presentation must be complete this week. WCBA Center for Career Management SkillsSurvey Inventory / Evaluation Complete Complete all duties and responsibilities assigned at your host organization.

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