

BUS 4840C - CE Nonprofit Leadership Intern

Summer 2026 Syllabus, Section 01, CRN 30476,

Credit hours: 3

Instructor

Laura Dewberry

Professional Qualifications:

Master's, Business Administration, Cleveland State University

Bachelor's, Business Administration, John Carroll University

Senior Lecturer, Department of Management & Marketing

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Preferred Contact Method: Email

Communication Expectations:

I typically respond to emails quickly (within a few hours) during the week, and graded assignments are returned/posted on Blackboard within the week, often sooner. Emails sent over the weekend will receive a response on Monday morning.

How to Refer to me:

Professor or Mrs. Dewberry



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
5/11	N/A	N/A	Complete all duties and responsibilities assigned at your nonprofit internship.
5/18	N/A	Basics on your host organization	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
5/25	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.

6/1	N/A	Nonprofit Collaboration	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
6/8	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
6/15	N/A	Nonprofit Bureaucracy & Culture	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
6/22	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
6/29	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
7/6	N/A	Board Structure, Committees, & By-Laws	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
7/13	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
7/20	N/A	Nonprofit Funding / Revenue Sources	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
7/27	N/A	N/A	Complete all duties and responsibilities assigned at your host organization.
8/3	N/A	Nonprofit Governance	Reflection Paper Complete all duties and responsibilities assigned at your host organization.
8/10	N/A	Internship Evaluation	Reflection Paper Internship Presentation must be complete this week. WCBA Center for Career Management SkillSurvey Inventory / Evaluation Complete Complete all duties and responsibilities assigned at your host organization.

The course schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better learning.