Overview of the MNPL Practicum:
The Master of Nonprofit Leadership (MNPL) practicum is designed to: (1) provide regional nonprofits with high-quality consultation in select areas of nonprofit leadership and management, and (2) allow our graduate students to apply their education and develop their nonprofit leadership skills through practical application.

Individual students will be available to work with an organization (in an off-site capacity) for approximately 3 to 5 hours a week from December 2019 through March 2020. Under the supervision of faculty, they will conduct assessments, analyze opportunities, and deliver implementation-ready recommendations to organization hosts.

Who are the students of MNPL?
MNPL students are primarily working professionals within the nonprofit sector. All of our students have at least two years of professional experience, and are working in a wide range of roles and positions, from entry-level to executive positions in their organizations. The practicum takes place during their second year of the program, and every student will have completed core classes in the fundamentals of nonprofit leadership and management prior to beginning their practicum.

What kinds of projects will students create/work on?
Students will deliver high-level, quality consultation in one of the following areas of nonprofit leadership and management:

- **Board Governance** (e.g. audit of current governance practices with recommendations; board development plan)
- **Finance** (e.g. financial scan with recommendations)
- **Fundraising** (e.g. development audit with recommendations; fund development plan)
- **Marketing and Communications** (e.g. communications plan; case for support)
- **Program Evaluation** (e.g. evaluation plan; development of specific evaluation instruments)
- **Strategic planning** (e.g. environmental scan; “plan to plan”)
- **Advocacy** (e.g. prepare grassroots advocacy communications or lobbying plan for specific public policy issue)
- **Human Resources** (e.g. employee retention analysis and planning)
- **Diversity, Equity, and Inclusion** (e.g. best practices and implementation strategies)

How will organizations be selected and matched?
During the application process, your organization will outline your need and interest in a specific project and identify a practicum supervisor. A committee of faculty and advisors will review organizations’ applications and select practicum sites. Once selected, the faculty supervisor will match each organization with a student, and the student will work with the practicum supervisor to clarify and set specific expectations for the project in a formal MOU.

Is there any cost for the practicum to our organization?
There is no cost to organizations participating in the practicum program (other than the staff time...
dedicated to the project). Students do not receive a stipend, but will receive course credit for the practicum.

**What kind of time commitment should the practicum supervisor expect to make?**
Supervisors are expected to meet with the student a minimum of three times from December to March. Meeting one will launch the project. Meetings two and three will serve as check-ins. In addition, supervisors should plan to set aside a minimum of 30 minutes per week to answer student questions by phone or email. Supervisors will also provide written feedback to the student via an evaluation form that will be part of the student’s assessment each quarter.

**Will students work on site?**
Our students are working professionals and most have full-time jobs. After the initial meeting, students should be able to work remotely, with periodic communications with their practicum supervisor by email and phone.

**Can my organization host more than one student?**
Yes, if your organization has need and capacity for more than one project, it is possible to host more than one student. Please submit a separate application for each project.

**What if my organization can only participate for a part of the 2019-20 practicum timeframe?**
Students will receive one credit per quarter for this practicum so it is important that the organization be able to participate from December through March.

**What can I do to ensure that I am creating a successful working environment for my student?**
Supervisors will need to set clear expectations for the project, promptly respond to requests for needed data and context about the organization, provide consistent feedback, and work with the faculty advisor and student to make any needed adjustments over the course of the project.

**What is the application process?**
Online applications will be available beginning on August 1, and are due on September 10, 2019. The application itself is brief (approximately 2 pages) and will ask you to identify your project request, explain why this is useful to your organization, outline your capacity and commitment to supporting the project, and identify a practicum supervisor. If selected, the organization will be matched with a student and will be asked to sign a memorandum of understanding, which will detail the expectations for the project.

**Timeline:**
- Applications available: August 5, 2019
- Applications deadline: September 10, 2019
- Matching process: October 2019
- Notifications: By October 31, 2019
- MOU signed: November 30, 2019
- Practicum: December 2019 – March 2020
- Practicum deliverable: April 2020

**Thank you!**
Thank you for your interest in the 2019-2020 MNPL practicum. For more information, please visit our website, [https://www.seattleu.edu/artsci/nonprofit-graduate/mnpl/curriculum/practicum/](https://www.seattleu.edu/artsci/nonprofit-graduate/mnpl/curriculum/practicum/), or contact Noreen Elbert, Instructor, at elbertnt@seattleu.edu.