



### **BS DEGREE – CODE #2153**

BS Degree - Accelerated - 3 year - Code #2603

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The US Bureau of Labor Statistics expects demand for bachelor-prepared human services professionals to grow faster than average through the next decade, especially in rural areas that already face a significant shortage of human services professionals.

The baccalaureate degree (BS) program in human services management will prepare you as a generalist who can work with clients in a wide range of human services agencies and also can employ sound management practices. This interdisciplinary program will not only instruct you on how to offer direct service to clients, but also how to build a strong foundation in the basics of program management and supervision. The program requires you to take lower- and upper-level courses in the human services and additional courses in management, accounting, and leadership.

### **ADVANTAGES**

- Internship opportunities are available. See details below.
- Graduate-level programs exist in areas including human services, human services administration, social work, social work administration, business administration, and non-profit public administration.
- An accelerated three-year option exists for highly motivated and academically talented students.

### **FUTURE EDUCATIONAL OPPORTUNITIES**

Graduate-level programs in areas including human services, human services administration, social work, social work administration, business administration, and non-profit public administration.

### **OCCUPATIONAL OPPORTUNITIES**

- Case, program, or residential manager
- Human services supervisor
- Aftercare coordinator
- Quality assurance specialist
- Outreach coordinator
- Grants management and organizational development specialist
- Program planner

### **EMPLOYMENT STATISTICS**

Employment and continuing education rate of 90 percent - 90 percent employed; 0 percent decided to continue their education.

The US Bureau of Labor Statistics expects demand for bachelor-prepared human services professionals to grow faster than average through the next decade, especially in rural areas that already face a significant shortage of human services professionals.

### **RELATED PROGRAMS**

[Applied Psychology \(AS\)](#)  
[Applied Psychology \(BS\)](#)  
[Business Administration](#)  
[Human Services](#)  
[Interdisciplinary Studies](#)  
[Liberal Arts and Sciences: Social Science](#)

### **ENTRANCE REQUIREMENTS/RECOMMENDATIONS**

- Applicants are informed that many human services agencies require that field practicum students pass background checks before being allowed to begin their field placements.
- While the program allows students to pursue their degrees on a part-time basis, applicants should be aware that they must enroll as full-time students in the semester in which they take their senior fieldwork (HUSR 5314).

Required: Algebra

Recommended: Geometry, Biology

### **Technical Standards - Human Services Management**

These technical standards have been established to inform students of the skills and standards necessary for completion of the human services program and as a professional in the field of human services.

ABILITY	STANDARD	EXAMPLES of necessary activities (not all-inclusive)
Physical Demands/Motor Skills	Students must possess physical ability to navigate in the classroom, intern site, and community.	Attend class and complete required number of hours during internship.  Attend and perform safely and satisfactorily in the classroom and in a human/social services agency/organization.  Meet the physical demands of internship placement, including demands related to the use of sensory and motor skills.
Critical Thinking/Observation/Sensory/Reasoning Skills	Demonstrate remembering, understanding, applying, analyzing, and evaluating human services-related skills.	Accurately observe clients to effectively assess their situations.  Have sensory abilities to carry out necessary assessment activities.  Think critically, analyze, and interpret objective and subjective data.  Apply effective problem-solving skills.
Emotional and Mental	Demonstrate emotional and mental regulation.	Demonstrate appropriate coping mechanisms when managing life-stressors.  Use appropriate self-care.  Evaluate and appropriately modify behavior for medical or emotional problems that interfere with academic and internship performance.  Demonstrate appropriate use of self-disclosure.
Behavioral/Social Skills and Professionalism	Capacity to work with individuals, families, groups, and colleagues from a variety of social/emotional agencies/organizations that support them.  Adhere to the Ethical Standards for Human Services Professionals (NOHS).	Resolve ethical dilemmas that may occur among classmates, during class projects, and while at practicum sites.  Comply with applicable ethical and legal standards of privacy and confidentiality as they relate to clients, class activities, and internship placements.  Adheres to college policies on academic integrity and code of conduct.
Communication Skills	Communication skills sufficient to communicate in class and in human service agencies/organizations.	Ability to pass a background check.*  Communicate effectively with other students, faculty, clients, and other professionals.  Have a willingness to listen attentively.  Communicate effectively through presentations, written assignments, small group settings, and through electronic means.  Perceive and interpret nonverbal communication.  Demonstrate competency in writing skills.

**HUMAN SERVICES MANAGEMENT- BS DEGREE**

TYPICAL EIGHT-SEMESTER PROGRAM

First			
COMP	1503	Writing Studies	3
PSYC	1013	General Psychology	3
SOCI	1163	General Sociology	3
HUSR	2083	Introduction to Human Services	3
GLST	2113	Global & Diverse Perspectives	3
HPED	xxx1	Physical Education	1
<b>16</b>			
Second			
PSYC	1023	Human Development	3
PSYC	1063	Basic Helping Skills	3
HUSR	4033	Issues in Human Services	3
XXXX	xxx3	Liberal Arts Elective	3
MATH	1113	Statistical Concepts OR	3
MATH	1123	Statistics I	3
<b>15</b>			
Third			
SOCI	1223	Power, Privilege, & Difference	3
LITR	xxx3	Literature Elective	3
XXXX	xxx3	Natural Science Elective	3
XXXX	xxx3	Departmental Elective	3
SPCH	1083	Public Speaking	3
<b>15</b>			

\* Students must sign a document indicating they understand that if they have a felony conviction they may not pass a background check for employment in human services.

**Fourth**

SOCI	1183	Contemporary Social Problems	3
HUSR	1074	Practicum in Human Services	4
XXXX	xxx3	American History Elective	3
XXXX	xxx3	Liberal Arts Elective	3
XXXX	xxx3	Open Elective	3
			16

**Fifth**

ACCT	5043	Accounting Perspectives	3
BUAD	3153	Fundamentals of Management	3
SOCI	5023	Research Methods	3
PSYC	5013	Counseling Theory	3
HUSR	5003	Community Organizations	3
			15

**Sixth**

BUAD	5023	Human Resource Management	3
BUAD	5013	Principles of Leadership	3
BUAD	5003	Management Communications	3
XXXX	xxx3	Liberal Arts Elective	3
HUSR	5103	Social Policy & Human Services	3
			15

**Seventh**

XXXX	xxx3	Liberal Arts Elective	3
BUAD	5043	Business Ethics	3
HUSR	5203	Grants Contracts Organ Adv HS	3
HUSR	5213	Case Management Systems	3
PSYC	5103	Industrial/Orgnztnl Psychology	3
			15

**Eighth**

HUSR	5314	Human Svcs Field Pract & Sem (Spring only) (Grade of "B" (3.0) or higher required) (Minimum 400 hours field work, three-hour weekly seminar.)	14
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**ONLINE OPTION (FOR LAST TWO YEARS)**

**Fifth**

*First Seven Week Session*

BUAD	3153	Fundamentals of Management	3
HUSR	5003	Community Organizations	3
PSYC	5013	Counseling Theory	3
			9

*Second Seven Week Session*

SOCI	5023	Research Methods	3
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**Winter Session**

BUAD	5043	Business Ethics	3
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**Sixth**

*First Seven Week Session*

BUAD	5013	Principles of Leadership	3
HUSR	5103	Social Policy & Human Services	3
			6

*Second Seven Week Session*

BUAD	5023	Human Resource Management	3
XXXX	XXX3	Liberal Arts Elective	3
			6

**Summer**

*First Five Week Session*

XXXX	XXX3	Liberal Arts Elective	3
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*Second Five Week Session*

BUAD	5003	Management Communications	3
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**Seventh**

*First Seven Week Session*

HUSR	5203	Grants Contracts Organ Adv HS	3
HUSR	5213	Case Management Systems	3
			6

*Second Seven Week Session*

ACCT	5043	Accounting Perspectives	3
PSYC	5103	Industrial/Orgnztnl Psychology	3
			6

**Eighth**

*Fifteen Week Session*

HUSR	5314	Human Svcs Field Pract & Sem	14
			14

**ACCELERATED 3-YEAR PROGRAM**

<b>First</b>			
COMP	1503	Writing Studies	3
PSYC	1013	General Psychology	3
SOCI	1163	General Sociology	3
HUSR	2083	Introduction to Human Services Note: Minimum of "C" required (Fall only)	3
XXXX	xxx3	Liberal Arts Elective*	3
GLST	2113	Global & Diverse Perspectives	3
HPED	xxx1	Physical Education Elective	1
			19
<b>Second</b>			
PSYC	1023	Human Development	3
PSYC	1063	Basic Helping Skills Note: Minimum of "C" required	3
HUSR	4033	Issues in Human Services Note: Minimum of "C" required (Spring only)	3
LITR	xxx3	Gen Ed Literature Elective	3
MATH	1113	Statistical Concepts	3
MATH	1123	OR Statistics I	3
MATH	2124	OR Statistical Methods & Analysis	4
SOCI	1183	Contemporary Social Problems	3
			18-19
<b>Summer</b>			
XXXX	xxx3	Gen Ed Natural Science Elective	3
XXXX	xxx3	Liberal Arts Elective*	3
			6
<b>Third</b>			
SOCI	1223	Power, Privilege, & Difference	3
XXXX	xxx3	Department Elective**	3
SPCH	1083	Public Speaking	3
ACCT	5043	Accounting Perspectives Note: Minimum of "C" required	3
BUAD	3153	Fundamentals of Management Note: Minimum of "C" required pre req for all upper-level BUAD courses	3
HUSR	5003	Community Organizations Note: Minimum of "C" required (Fall only)	3
			18
<b>Fourth</b>			
HUSR	1074	Practicum in Human Services	4
XXXX	xxx3	Gen Ed American History Elective****	3
BUAD	5023	Human Resource Management Note: Minimum of "C" required	3
BUAD	5013	Principles of Leadership Note: Minimum of "C" required	3
BUAD	5003	Management Communications Note: Minimum of "C" required	3

HUSR	5103	Social Policy & Human Services Note: Minimum of "C" required (Spring only)	3
			19
<b>Summer</b>			
XXXX	xxx3	Open Elective	3
XXXX	xxx3	Liberal Arts Elective*	3
			6
<b>Fifth</b>			
SOCI	5023	Research Methods Note: Minimum of "C" required (Fall only)	3
PSYC	5013	Counseling Theory Note: Minimum of "C" required (Fall only)	3
BUAD	5043	Business Ethics Note: Minimum of "C" required	3
HUSR	5203	Grants Contracts Organ Adv HS Note: Minimum of "C" required (Fall only)	3
HUSR	5213	Case Management Systems Note: Minimum of "C" required (Fall only)	3
PSYC	5103	Industrial/Orgnztnl Psychology Note: Minimum of "C" required (Fall only)	3
			18
<b>Sixth</b>			
XXXX	xxx3	Liberal Arts Elective*	3
HUSR	5314	Human Svcs Field Pract & Sem (Spring only. Grade of "B" or higher required. Minimum 400 hours field work, three-hour weekly seminar)	14
			17

For all human services management programs: Be advised that a prior felony conviction may impede a student's ability to participate in an internship and complete the program.

Note:

\* Any non-required course designated as "Liberal Arts and Sciences" in the college catalog.

\*\* Any non-required course taught in the Department of Social & Behavioral Sciences.

\*\*\* HUSR 1074 requires a "C" or higher between PSYC 1063 and either HUSR 2083 or HUSR 4033.

\*\*\*\* One of HIST 1143 (American History I), HIST 2143 (American History II), PLSC 1043 (American Government) or GEAH 9100.

**GRADUATION REQUIREMENTS**

- Good academic standing (cumulative GPA of 2.0 or higher)
- Successful completion of all courses in the prescribed eight-semester plan
- Grade of "B" or higher in HUSR 1074 and HUSR 5314
- Completion of HUSR 5003, HUSR 5103, HUSR 5203, and HUSR 5213 with a "C" or higher grade in each course
- Submission of the college's degree application form
- Grade of "C" or higher in HUSR 2083, HUSR 4033, and PSYC 1063
- Grade of "C" or higher in all upper-level courses

**Practicum (HUSR 1074) Prerequisites**

- Good academic standing (cumulative GPA of 2.0 or higher)

- Completion of PSYC 1063, HUSR 2083 or HUSR 4033 with a grade of "C" or higher
- Submission of HUSR 1074 practicum application form to the departmental practicum coordinator
- Approval of the department faculty
- Ability to pass any agency required background check

#### **Practicum (HUSR 5314) Prerequisites**

- Good academic standing (cumulative GPA of 2.0 or higher)
- Completion of at least three of the following four courses - HUSR 5003, HUSR 5103, HUSR 5203, HUSR 5213 - with a "C" or higher grade in each of the three
- Submission of HUSR 5314 practicum application form to the departmental practicum coordinator
- Approval of the department faculty
- Ability to pass any required background check
- Completion of HUSR 1074 with a grade of "B" or higher

#### **INTERNSHIP OPPORTUNITIES**

In Field Practicum (HUSR 5314) students complete 400 hours of a management-focused internship. Internship opportunities exist with a number of local and regional human services agencies including, but not limited to, ACCORD Corp., Adelphi Behavioral Sciences, Alfred Montessori School, Allegany County ARC, Allegany County Department of Health, Allegany County Department of Social Services, Allegany County Office for the Aging, Allegany Rehabilitation Associates, Inc., Catholic Charities, Hillside Children's Services, Hornell Area Concern for Youth, St. James Mercy Healthcare, Trapping Brook House, and the YMCA of Hornell.

#### **OFFICE OF ACCESSIBILITY SERVICES**

Students who believe they need a reasonable accommodation to properly participate in this program may contact Melanie Ryan in the Office of Accessibility Services. This office may be contacted by email at [oas@alfredstate.edu](mailto:oas@alfredstate.edu) or by phone at 607-587-4506. Please keep in mind that some accommodations may take time to implement, so students seeking accommodations are encouraged to contact OAS as early as possible.