



# CERTIFICATE OF VALIDATION

## Extension #3

<b>Provider name</b>	National College of Ireland
<b>Date of validation</b>	13-Jul-2023

<b>Enrolment interval</b>	<b>First intake</b>	<b>Last intake</b>
	Sep-16	Aug-24

	Code	Title	Award	Duration (Full Time)	Duration (Part Time)	Exit
<b>Principal programme</b>	PG22526	Certificate in Non-Profit Leadership and Management	Certificate (Special Purpose Award at NFQ Level 9) 9S20290 15 credits		4 months	N/A
<b>Embedded Programme</b>						

	Full Time	Part Time
Maximum Intakes per annum:		2
Minimum Learners per Intake:		10
Maximum Learners per Intake:		20

## Principal Programme

5 Year Plan: Planned total enrolment i.e. aggregated across all intakes in all approved centres.					
	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Minimum intake into first year</b>	10				
<b>Maximum intake into first year</b>	20				

<b>Target learner groups</b>	The programme is aimed at anyone (with appropriate existing qualifications and/or commensurate learning achievements, validated through RPEL procedures) following a career path which requires them to step into middle to top management positions in the non-profit sector. Additionally, the course can provide a transition stage for graduates from other disciplines, with some team leader experience or equivalent, who wish to move into the management arena
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	<p>either as practitioners or consultants with a specific interest in non-profit management. As the programme addresses a variety of managerial topics in the non-profit management space, current or aspiring Board Members of non-profit organisations may be attracted to the programme. As there are few non-profit management Level 9 qualifications available from universities in Europe, there is very limited opportunity for learners to participate in Level 9 programmes specifically tailored for the non-profit sector.</p>
<b>Approved countries for provision (i.e. where enrolled learners will be based)</b>	Ireland
<b>Delivery mode: Full-time/part-time</b>	Part-time
<b>List the teaching and learning modes<sup>1</sup></b>	1. Lectures / Classes 2. Practical Sessions 3. Tutorials
<b>Does the blend of modalities predominantly involve remote e-learning (Yes/No)</b>	Yes
<b>Brief synopsis of the programme (e.g. who it is for, what is it for, what is involved for learners, what it leads to.)</b>	<p>The course will focus on very specific and emerging leadership and managerial issues in the sector, which are not generally found in conventional MA/MSc Management/MBA programmes, other than those which focus exclusively on the Non-Profit sector.</p> <p>At the core of the programme is the objective to ensure that graduates become reflective, thoughtful leaders who collaborate, create and share knowledge to deal with the complexities of the dynamic Non-Profit/Third sector and have a sound theoretical foundation in managerial practices and the behaviours of good leaders.</p> <p>The Leadership components of this Certificate are similar to most Leadership courses found at MBA/MSc level, with the exceptions of a focus on applied leadership competencies, drawn from the academic and practice-informed literature and a reflective approach to lifelong learning on leadership behaviours.</p> <p>Using a validated instrument, learners on the programme receive specific 360-degree feedback on their own leadership behaviours as observed by their peers, colleagues, direct reports and so on. The managerial portions of the programme (10 of 15 ECTS) address, in a foundational way, many of the contemporary issues faced by Irish managers in the non-profit sector. Topics and skills such as Reflective Practice, Conflict Management, Emotional Intelligence at work, Non-Profit Governance (including sustainability and ethics), Managing Culture, HR and Performance Management, Impact Measurement, Change Management, Influencing Government and Advocacy, Information Management, Social Media and Personal Presentation skills differentiate the programme from conventional management programmes.</p>

<sup>1</sup> Defined later in this document.



<b>Summary of staffing requirements (the details are provided in the module descriptors)</b>	WTE <sup>2</sup>	Qualifications and experience
	1	Lecturer: Lecturers with a master's or PhD level qualification in an appropriate discipline with academic experience delivering modules in Management, Leadership, Law, Marketing and Human Resources at Level 9.
	0.2	Programme Director: Programme Director who is responsible for the academic management of the programme and may also be a lecturer on the programme. The Programme Director will have at least a master's or PhD qualification in an appropriate discipline.
	0.2	Programme Coordinator: Programme Coordinator with experience in relationship management, academic support and programme delivery.
<b>Outline the physical resource requirements (the details are provided in the module descriptors)</b>	Active learning spaces with access to computers or support for mobile computing, charging points, high-speed Wi-Fi access, projector, and whiteboard. Classroom layout such as round tables is helpful for group discussions and case study work. Access to Moodle and Microsoft Teams platform. Access to appropriate library, recreation and dining spaces and functions are also required.	
<b>Outline specifications for the ratio of learners to teaching staff</b>	Staff to learner ratio	Learning activity type
	1:20	Tutorials
	1:20	Lectures

<sup>2</sup> WTE is the whole-time equivalent number. The number 1 indicates a fulltime person fully dedicated to the programme.



# Conditions of Validation of the Programmes Covered by this Certificate of Validation

## Part 1: Statutory Conditions of validation

The statutory (section 45(3) of the 2012 Act) conditions of validation are that the provider of the programme shall:

1. co-operate with and assist QQI in the performance of QQI's functions in so far as those functions relate to the functions of the provider,
2. establish procedures which are fair and consistent for the assessment of enrolled learners to ensure the standards of knowledge, skill or competence determined by QQI under section 49 (1) are acquired, and where appropriate, demonstrated, by enrolled learners,
3. continue to comply with section 65 of the 2012 Act in respect of arrangements for the protection of enrolled learners, if applicable, and
4. provide to QQI such information as QQI may from time to time require for the purposes of the performance of its functions, including information in respect of completion rates.

## Part 2 Conditions of Validation Established by QQI Under section 45(4)(b) of the 2012 Act

[The PAEC must endorse all the conditions in Part 2. These lists of potential conditions must be checked for each programme. Delete any that do not apply.]

### Part 2.1 Condition of Validation Concerning a Change in the QQI Award or Award Standard

1. Where QQI changes an award title, an award specification or an award standard that a programme depends upon, the provider shall not enrol any further learners on the affected programmes unless informed otherwise in writing by QQI (e.g. by the issue of a revised certificate of validation). The programme is considered validated for learners already enrolled on the affected programme.

### Part 2.2 Condition of Validation Concerning the Duration of Enrolment

1. The duration of enrolment is the interval during which learners may be enrolled on the validated programme.

Validation is determined by QQI for a specified number of years of enrolment appropriate to the particular programme as indicated on the certificate on validation subject to unit 9.2.1. It is a condition of validation that the programme does not enrol any new learners outside this interval. A typical duration would be five years.

If a provider wishes to continue to enrol learners to the programme beyond this interval the provider must arrange in good time for it to be validated again by QQI, or exceptionally the provider may apply for extension of the duration of enrolment (unit (14)). In this context the provider may apply for validation of the programme from first principles or, alternatively, the provider may avail of the process for revalidation (unit (13)) by QQI.

### Part 2.3 General Condition of Validation

The provider of the programme shall:

1. Ensure that the programme as implemented does not differ in a material way from the programme as validated; differing in a material way is defined as differing in any aspect of the programme or its implementation that was material to QQI's validation criteria.
2. Ensure that the programme is provided with the appropriate staff and physical resources as validated.



3. Implement in respect of the programme its written quality assurance procedures (as approved by QQI).
4. Make no significant change to the programme without the prior approval of QQI. (See unit (8)).
5. Unless otherwise agreed by QQI in writing, start implementing the programme as validated and enrol learners within 18 months of validation.
6. Continue in respect of the validated programme to comply with section 56 of the 2012 Act in respect of procedures for access, transfer and progression.
7. Implement the programme and procedures for assessment of learners in accordance with the Approved Programme Schedule and notify QQI in writing of any amendments to this arising from changes to the programme; see unit (9).
8. When advertising and promoting the programme and awards, use the programme title as validated, and the correct QQI award title(s), award type(s) and award class(es) indicating the level of the award(s) on the National Framework of Qualifications.
9. Adhere to QQI regulations and procedures for certification.
10. Notify QQI in writing without delay of:
  - a. any material change to the programme;
  - a. anything that impacts on the integrity or reputation of the programme or the corresponding QQI awards;
  - b. anything that infringes the conditions of validation; or
  - c. anything that would be likely to cause QQI to consider reviewing the validation.
11. Notify QQI in writing to determine the implications for the provider's validated programmes, where the provider is likely to, or planning to, merge (amalgamate) with another entity or to acquire, or be acquired by, another entity (see unit (12.5)).
12. Report to QQI, when required or requested, on its implementation of the programme and compliance with the conditions of validation.

#### **Part 2.4 General Condition of Validation Arising from Specialised Validation Policy and Criteria**

#### **Part 2.5 Special Condition of Validation**



**Approved Programme Schedule(s)**

**1 Programme Schedule for Certificate in Non Profit Leadership and Management**

Name of Provider		NCI		Programme Codes			CNPL&M				
Programme Title (i.e. named award)		Certificate in Non Profit Leadership and Management									
Award Title (QQI named award)		Certificate in Non Profit Leadership and Management									
Stage Exit Award Title											
Modes of Delivery (FT/PT/ACCS/BLENDED/OC etc.)		PART_TIME									
Stage		Award			Number of Stages			1			
Award Class		Special Purpose Award			Award NQF Level			9			
Award EQF Level		7			Stage Credits (ECTS)			15			
Stage NQF Level		9			Stage EQF Level			7			
Date Effective		01/09/16			ISCED Subject Code						
Ref	Module Title	Semester	Module		ECTS Credit Number	Total Student Effort			Allocation of Marks		
			Status (M/E)	NQF Level		Total Hours	Contact Hours	Independent Learning	Coursework %	End of Module Assessment %	Total %
1.1	Management of Non Profit Organisations	1	M	9	10	250	50	200	50	50	100.00
1.2	Leadership of Non Profit Organisations	1	M	9	5	125	30	95	50	50	100.00
<b>Special Regulations:</b>											