



## **Division of Business and Professional Studies**

### **Certificate in Liberal Arts: Human Services**

This certificate program meets the needs of students who are looking to enter the social service field, or to upgrade skills in a current human services position, or are interested in pursuing further studies in the human services or social work fields. Upon completion, students are prepared for entry-level positions in a variety of human services agencies.

Successful graduates of the program will be able to:

- Apply best ethical human services practices, including those pertaining to confidentiality, and unconditional acceptance of others.
- Demonstrate understanding and respect for others' diverse cultures through learned knowledge and experience
- Communicate effectively using strong listening and verbal skills, and demonstrate an understanding of body language.
- Engage in open and productive two-way communication, demonstrating an understanding of the supervisory process.