

Vocational School of Social Sciences / Social Services

2023 - 2024 Academic Year

MANAGEMENT of SOCIAL WORK

Syllabus

Course Description					
Name	Code	Semester	T+A Hour	Credit	ECTS
MANAGEMENT of SOCIAL WORK	SH1277570	Spring Semester	2+0	2	4
Prerequisites Courses					
Recommended Elective Courses					
Language of Instruction	Turkish				
Course Level	Short Cycle (Associate's Degree)				
Course Type	Required				
Course Coordinator	Assist.Prof. Derya BAYRI MENGİLLİ				
Name of Lecturer(s)	Lect. Zeynep TÜRKYILMAZ				
Assistant(s)					
Aim	To learn to direct all programs of the social work institution, to gain the knowledge and skills to take administrative responsibility for a social institution				
Course Content	This course contains; Fundemantal Concepts in Social Work Administration: administration, administrator, institution, social institution, organization etc.,Social Work Administrator: Features, roles, tasks,Basic principles of social work administration,The structure and functions of social work organizations,Theoretical view to social work administration,System theory in social work administration,Application of system theory to social work organizations,Planned change process in social work organizations,Assessment and planning process in social work organizations,Decision making process in social work organizations,Resource management process in social work organizations,Communication process in social work organizations,Project design in social work organizations,Project management in social work organizations.				
Course Learning Outcomes			Teaching Methods	Assessment Methods	
1.Will be able to explain concepts related to social work management			10, 16, 9	A	
1.1.Management, manager, establishment, social enterprise, organization, etc. explains the concepts.					
1.2.Explains the difference between management and social work management.					
2.Will be able to discuss social work management within a theoretical framework.			10, 16, 9	A	
2.1.Explains social work management within the framework of system theory					
3.Will be able to discuss the characteristics of social service managers.			10, 16, 9	A	
3.1.Discuss the roles of the social work manager					
3.2.Explains the duties of the social service manager.					
4.Planned change process can be implemented in social service organizations			10, 16, 9	A	
4.1.Follows the intervention plan in social service organizations					
4.2.Evaluats the decision-making process in social work organizations					
4.3.Evaluates the resource management process in social service organizations					
5.Will be able to interpret the project process in social work management.			10, 16, 9	A	
5.1.Makes project design					
5.2.Conducts project management					
2.2. Explains social service management principles and functions					
Teaching Methods	10: Discussion Method, 16: Question - Answer Technique, 9: Lecture Method				
Assessment Methods	A: Traditional Written Exam				
Lecture Schedule					
Sequenc e	Topics	Preliminary Preparation			
1	Fundemantal Concepts in Social Work Administration: administration, administrator, institution, social institution, organization etc.				
2	Social Work Administrator: Features, roles, tasks				
3	Basic principles of social work administration				
4	The structure and functions of social work organizations				
5	Theoretical view to social work administration				
6	System theory in social work administration				
7	Application of system theory to social work organizations				
8	Planned change process in social work organizations				
9	Assessment and planning process in social work organizations				
10	Decision making process in social work organizations				
11	Resource management process in social work organizations				
12	Communication process in social work organizations				
13	Project design in social work organizations				
14	Project management in social work organizations				
Evaluation Methods		Weight(%)			
Midterm Exam		40			
General Exam		60			

Resources	
-	Mishra, D. Social Work Administration, MSW.
-	Çetin, H. Sosyal Hizmet Yönetimi: Bugünü ve Yarını, Nika Yay.