



## A BUSINESS CERTIFICATE for CREATIVES!

This program is designed for both business and non-business students. Those with a traditional business focus can build solid leadership skills, while students pursuing a career in the arts (such as music, photography, or film) can gain practical business and leadership skills. An Associate of Applied Science (AAS) Degree in Organizational Management is also available. Many credits that are already earned in other areas can be applied toward the AAS.



SCOTTSDALE  
COMMUNITY COLLEGE

A MARICOPA COMMUNITY COLLEGE

## ORGANIZATIONAL LEADERSHIP CERTIFICATE AND DEGREE

## WHAT IS ORGANIZATIONAL LEADERSHIP?

Leadership and management skills are necessary to the success of businesses and other types of organizations. The skills learned for organizational management may be transferable to any industry, including for-profit business, governmental organizations, and non-profits.

Organizations need employees and managers who can critically evaluate the alternatives faced in business decision making to select the most effective and efficient solutions.

This program also allows students with studies in areas outside of business to gain knowledge and skills in organizational management and leadership.



Scottsdale Community College  
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The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit [www.maricopa.edu/non-discrimination](http://www.maricopa.edu/non-discrimination).

**YOUR FUTURE IN  
ORGANIZATIONAL  
LEADERSHIP  
STARTS HERE!**



# ORGANIZATIONAL LEADERSHIP

Scottsdale Community College (SCC), accredited by the Higher Learning Commission, offers a Certificate of Completion (CCL) in Organizational Leadership. This certificate is designed to prepare students with knowledge and skills needed in today's changing workplace. The program provides leadership and communication skills and techniques for planning, directing, and evaluating business situations. This program also emphasizes procedures for effective allocation of time, money, materials, space, and personnel. The Organizational Leadership CCL leads directly into the Associate in Applied Science Degree (AAS) in Organizational Management.



You may count many credits that are already earned in other fields toward the AAS Degree in Organizational Management:

- Art
- Culinary
- Dance
- Film
- Graphic Design
- Music Business
- Photography
- Theater
- And more!

COURSE	DESCRIPTION
<b>BPC110</b> Computer Usage and Applications (3 credits)	Introduction to business and personal computer operations and usage. Software applications include word processing, spreadsheet, database, and presentation graphics.
<b>GBS120</b> Workplace Communication Skills (3 credits)	Introduction to business and personal computer operations and usage. Software applications include word processing, spreadsheet, database, and presentation graphics.
<b>GBS151</b> Introduction to Business (3 credits)	Characteristics and activities of current business including marketing, management, and finance.
<b>MGT101</b> Techniques of Supervision (3 credits) - OR - <b>MGT229</b> Management and Leadership I (3 credits)	Overview of the foundations of supervision and how to get things done within an organization through other people.  Covers management concepts and applications for business, industry, and government organizations.
<b>MGT175</b> Business Organization and Management (3 credits)	Covers basic principles of managing quality and performance in organizations. Covers management functions: planning, organizing, leading, and controlling. Emphasizes continual improvement, ethics, and social responsibility.
<b>MGT251</b> Human Relations in Business (3 credits)	Analysis of motivation, leadership, communications, and other human factors or cultural differences that may create conflict and affect morale individually and within organizations.
<b>18 credits total</b>	

## CAREER OUTLOOK

There will be an estimated 6,701 general and operational management jobs (21% increase) in Scottsdale by 2026.

An additional 43,024 jobs (19% increase) will be available in Maricopa County, with another 2,505,552 jobs (12% increase) nationwide.

Earnings in this sector are projected to be well above minimum wage, with median earnings of \$41.77 per hour in SCC's service area.

**Source:**

*Job Outlook Report, prepared by the Maricopa Workforce Development Department.*

Take Your  
**ORGANIZATIONAL LEADERSHIP**  
skills to the NEXT LEVEL!

### CONTACT US TODAY

Wanting to take a class? Earn a certificate or pursue a degree? We can help you discover the knowledge and skills to improve your career and your life.

Contact us today to learn more.

**EMAIL**  
[business.school@scottsdalecc.edu](mailto:business.school@scottsdalecc.edu)

**PHONE**  
480.423.6253

**WEB**  
[www.scottsdalecc.edu/degrees-certificates/business-and-organizational-management](http://www.scottsdalecc.edu/degrees-certificates/business-and-organizational-management)

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