



NATIONAL UNIVERSITY AND THE  
NATIONAL SCHOOL FOUNDATION ASSOCIATION

# EDUCATION FOUNDATION LEADERSHIP CERTIFICATE PROGRAM

The National School Foundation Association (NSFA) and National University have partnered to develop a certificate program in education foundation leadership for NSFA members. A certificate of completion will be issued by National University to an individual who successfully finishes the course work, allowing NSFA to confer the formal certificate. This is the only education foundation leadership certificate program available internationally.

**New Cohort Starts Tentatively In May**  
**Cost: \$2,400**

The Education Foundation Leadership Certificate Program will provide students with the skills and knowledge required to effectively lead education foundations, including:

- Building and sustaining a well-connected and engaged board of directors
- Efficient organizational planning and development
- Key financial management techniques
- Establishing effective and cooperative relationships with school districts and other community stakeholders

**LEARN  
MORE  
TODAY**

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# Outline of Certificate Program

All courses are offered online in a one-course-per-month format that provides concentrated learning so students can complete a full course in a single month. Students who complete this certificate program may be eligible for the NSFA designation of a "Certified Education Foundation Leader" (CEFL).

CORE AREA	SAMPLE COURSEWORK WOULD INCLUDE
Board Development	Ideal board structure, board membership, board training, board roles and responsibilities, committees, working with boards, and board leadership
Financial Management	Budgeting, financial planning, interpreting financial reports, financial controls, working with a finance committee, audits, and reporting requirements
Legal Requirements	IRS requirements, Articles of Incorporation and Organizational By-laws, donor expectations and gift restrictions, ethical considerations around gifts, human resource issues
Organization Planning & Leadership	Development and use of an effective strategic plan, team and volunteer recruitment and management, program design (including accountability, program evaluation, & ROI to donors), program oversight, and reporting
Resource Development & Marketing	Marketing and communications strategies, identifying and qualifying prospects, case statements, gift policies, grant writing, annual fund, alumni engagement, major gifts, planned giving
Educational Collaboration	School district funding (constraints and opportunities for foundations), working with district leadership and school boards, funding, and oversight of programs

## What Participants are Saying About the Program:

"The value of the certification comes not only from the course but, also from the interactions with other Education foundation leaders who are facing the same challenges and opportunities that we are facing at Decatur Education Foundation. Sharing experiences, documents, and strategies has created a network between us, which I think will be a huge asset well beyond the course end date."

-Gail Rothman, Executive Director, Decatur Education Foundation

"Whether you have been in the field a long time or are just starting out, this certification program will challenge you, inspire you, and give you the tools you need to grow your school foundation. After 18 years in the nonprofit sector, 15 of them in the development field, this program is the most highly relevant coursework that I have completed."

-Traci Skalberg, Executive Director, Grand Island Public Schools Foundation

