

39.03.02 Social work, the Organization profile and management in the sphere of social work	
Administration and management in social work	
Course/semester	Bachelor degree, 3/6; 4/7
Main objective	To study essence, the contents, the principles, methods and means of the organization and management in the field of social work; to be able to use instruments of management in relation to objects of the social sphere.
Contents	The principles, structure, functions and methods of management in system of social work at the federal and regional levels. Features of management in the social sphere. Regulation and control in system of social work. Structure of functions of management in the organizations of social work. Federal and regional control systems of social work. Personnel management system in the organizations of social work. Motivational base of work incentives of workers of the social sphere. Management efficiency in the organizations of the social sphere.
Preliminary requirements	For successful assimilation of discipline the student needs to have knowledge of the theory and technologies of social work with various groups of the population
Structure of the course	Lectures – 72 hours, practice – 72 hours, a settlement and graphic task, independent work – the 47th hour. All 216th hour (151 hours contact)
Estimation, control – examination	Mark and rating system: - 0–24 it is unsatisfactory without possibility of repeating an examination; - 25–49 it is unsatisfactory with possibility of repeating an examination; - 50–72 it is satisfactory; - 73–86 it is good; - 87–100 it is excellent. 80% – current work, 20% – pass 60% – current work, 40% – examination
Features of the organization of educational process and training materials	Lectures and practical training. In seminars students, based on the gained theoretical knowledge, carry out the analysis of concrete situations in the sphere of management of social work, prove administrative decisions in the field of organization and management in social work.