The Public and Nonprofit Administration program offered through the Business Management Department offers students with an essential foundation in both business management and public and nonprofit sector administration. Graduates of this program will be highly competitive and can maximize their access to career paths beyond private-profit sector business.

**Specialized Skills**
- Time Management
- Critical Thinking
- Decision-Making
- Leadership
- Oral and Written Communication
- Fundraising
- Research

*Specialized Skills* may be obtained or enhanced during the course of the student’s learning experience. Specialized Skills are defined and provided by NACADA: The Global Community for Academic Advising

**Articulation Agreements**
- CUNY Baruch College
  - B.S.P.A in Public Affairs
- CUNY John Jay College of Criminal Justice
  - B.S. in Public Administration

**Other Transfer Options**
- New York University
- Medgar Evers / CUNY
- St. John’s University
- Empire College / SUNY
- Rutgers University
- Southern New Hampshire University
- Metropolitan College
- Columbia University

**Certifications and Professional Development**
- Microsoft Office Professional
- Basic Accounting with QuickBooks
- QuickBooks Advanced Training
- Social Media for Business
- Professional Writing

These and other *Certifications and Professional Development* options offered by the Center for Continuing Education and Workforce Development.

**Professional Organizations**
- American Society for Public Administration (ASPA)
- Association for Public Policy Analyst and Management (APPAM)
- National Association of Nonprofit Professionals (NANPP)
- Network of Schools of Public Policy, Affairs, and Administration (NASPAA)

**Helpful Career Links**
- BMCC Career Center
  - www.bmcc.cuny.edu/career
- Internships and Experiential Learning
  - www.bmcc.cuny.edu/experiential
- Business Management
  - www.bmcc.cuny.edu/academics/departments/business-management

**Career and Salary Possibilities***
- **Operations Manager**
  - ($42,000–$104,000)
- **Human Resources Manager**
  - ($42,000–$97,000)
- **Labor Relations Manager**
  - ($61,000–$133,000)
- **City Manager**
  - ($50,000–$172,000)
- **Director of Development**
  - ($49,000–$113,000)
- **Program Director**
  - ($38,000–$77,000)
- **Mayor**
  - ($30,000–$100,000)
- **Public Relations Specialist**
  - ($35,000–$73,000)
- **Policy Analyst**
  - ($43,000–$84,000)
- **Government Program Manager**
  - ($53,000–$144,000)
- **Medical and Health Services Manager**
  - ($46,000–$103,000)
- **Executive Director**
  - ($40,000–$125,000)

*Career and Salary Possibilities* are not guaranteed. Additional education, training or experience may be required and salary ranges may vary depending on location, industry and education level. Career and salary data provided by Career Coach.