

# Advanced Human Services Certificate

## Degree Type Certificate

NHTI's Advanced Human Service certificate program can be completed in one year over two semesters. It provides you with the opportunity to explore and build on the foundational education acquired in the basic Human Service Certificate program. Your coursework focuses on academic and career interests in human services, mental health, gerontology, substance abuse disorder treatment (SUD Tx), and/or the specific sector of the helping professions that interests you. This certificate includes a semester-long internship in which you'll practically apply your classroom lessons; the internship involves approximately 8-10 hours per week for 15 weeks at a site of your choosing.

Because this certificate combines classroom learning with field experience, you'll gain the basic knowledge, skills, and abilities to prepare you to ethically and competently fulfill the duties and responsibilities required for employment as a helping professional. This includes an understanding of and sensitivity to diverse populations. Upon completion, you can matriculate in the Human Service Associate Degree program, which includes a second supervised internship experience. All courses are taught by instructors with practical experience as helping professionals. This program is financial aid-eligible. **This program is available 100% online.**

**Do you have questions?** Contact Kelly Luedtke, department chair, at [kluedtke@ccsnh.edu](mailto:kluedtke@ccsnh.edu) or 603-271-6484 x4174. You can also **[request more info here!](#)**

## Career Information

Students are provided a strong foundation for employment and participation in the rapidly changing workplace of the helping professional. Individuals already employed in entry-level helping professional positions will find this certificate useful to upgrade their existing knowledge base and advance in their careers. Community-based organizations and agencies where students can seek employment include human services, mental health, gerontology, SUD Tx, social services, child and family services, crisis services, assistance programs, and senior centers.

Students who complete this program can enter into the following professions: case manager, direct support worker, mental health worker, veterans' services worker, recovery support worker, behavioral management aid, group home worker, residential counselor, and social worker assistant.

## Admission Requirements

Apply for this program today on our [Admissions page](#) with step-by-step instructions and enrollment pathways build just for you!

Applicants are required to have completed NHTI's Human Service Certificate and will be subject to a personal interview with the department chair of Human Services.

## Curriculum

Item #	Title	Lecture Hours	Lab Hours	Credits
ADCL120C	Survey of Addictive Behaviors and Treatment	3	0	3
PSYC280C	Individual Counseling: Theory and Practice	3	0	3
PSYC220C	Human Growth and Development: The Life Span	3	0	3
ADCL235C	Physiology and Pharmacology of Addiction	3	0	3
HSV221C	Social and Professional Issues in Today's Society	3	0	3
HSV195C	Human Service Practicum I	2	8	4
<b>Subtotal Credits</b>		<b>17</b>	<b>8</b>	<b>19</b>
Total Credits			19	

### Additional Information

Graduates can:

- Demonstrate a knowledge of and the ability to practice and to engage in the competent respectful, non-judgmental, supportive, and professional relationships required of the human service professional in their interactions with individuals in various situations: academically, one-on-one, groups, as team members, and at a practicum site with clients and staff.
- Understand the facts, concepts, theories, and principles taught and learned in program courses and how each informs the knowledge, skills, attitudes, capabilities, interest in life-long learning, professional development, and socially conscious behavior required of the competent, ethical, and multi-culturally aware human service professional.
- Identify, analyze, evaluate, and select the appropriate strategies, methods, and tools required for effective communication (verbally, non-verbally, in writing, on computers and electronic devices) with individuals in a variety of human service professional contexts and settings.
- Actively listen, process information, ask questions, seek answers, integrate knowledge, search for meaning, and develop ideas and concepts that result in relevant and consequential action.
- Understand the importance of developing healthy practices of self-care, self-reflection, increased self-awareness, and personal responsibility, all of which are critical to being a best-practices helping professional and a productive member of society.
- In addition to the above, graduates will be able to:
  - Describe the obligations required of the helping professional with respect to adhering to best practices behavioral, ethical, and legal standards of conduct and confidentiality.
  - Establish therapeutic relationships and boundaries with diverse clients.
  - Demonstrate basic, entry-level interviewing, counseling, and other skills needed to therapeutically interact with clients.
  - Demonstrate knowledge of accepted principles of client documentation and record management.

### Program Learning Outcomes

Learning outcomes for this advanced certificate include critical thinking, complex reasoning, communication, being a team member, engaging in human interaction, applying content knowledge, plus lifelong learning, ongoing professional development, and personal growth.

In addition, students are able to:

- Describe the obligations required of the helping professional with respect to adhering to best practices behavioral, ethical, and legal standards of conduct and confidentiality.
- Establish therapeutic relationships and boundaries with diverse clients.
- Demonstrate basic, entry-level interviewing, counseling, and other skills needed to therapeutically interact with clients.
- Demonstrate knowledge of accepted principles of client documentation and record management.

Students gain knowledge of human service delivery systems, case management techniques, ethics, and group facilitation skills. Learned communication skills include conflict resolution and the appropriate interpersonal and social skills to use in interactions with diverse populations using principles of equity, justice, and inclusion.

Click here for the full [PDF of learning outcomes](#).