

# Human Services Certificate

## Degree Type

Certificate

NHTI's Human Service certificate program provides you with the knowledge, skills, and abilities to fulfill the duties and responsibilities required for entry-level employment as a helping professional. After completing this certificate, you can matriculate into NHTI's Advanced Human Service Certificate or Human Service Associate Degree. Both include supervised, real-world internship experiences. Courses are taught by instructors with practical experience as helping professionals. This program is financial aid-eligible.

**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

Potential community-based organizations and agencies where students seek employment include human services, mental health, gerontology, substance use disorder treatment, social services, child and family services, crisis services, assistance programs, and senior centers. Potential job titles include 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!

Candidates are required to have a personal interview with the department chair of Human Services.

## Curriculum

Item #	Title	Lecture Hours	Lab Hours	Credits
HSV111C	Introduction to Human Service	3	0	3
HSV242C	Ethics and the Professional Helper	3	0	3
MHTH187C	The Helping Relationship: Interpersonal Communication Skills for Today's Professional	4	0	4
PSYC105C	Introduction to Psychology	3	0	3
PSYC283C	Group Counseling	3	0	3
SOCI250C	Conflict Resolution in Modern Society	3	0	3
<b>Subtotal Credits</b>		<b>19</b>	<b>0</b>	<b>19</b>
Total Credits			19	

## Additional Information

### Accreditation

This program has been developed using the N.H. competencies required for Ed 610.02 Professional Education and Ed 507.02 Teachers of Career and Technical Education.

### Program Learning Outcomes

Learning outcomes for this 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 appropriate interpersonal and social skills for interactions with diverse populations using principles of equity, justice, and inclusion. Graduates can also:

- 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.

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