

강의 계획서

과목명 한글/영문	사회복지행정론	Social welfare administration	교수명 한글/영문	김영춘	Young-Chun, Kim	
소속학과	사회복지학과					
이수구분	<input checked="" type="checkbox"/> 전공 <input type="checkbox"/> 교양 <input type="checkbox"/> 교직 <input type="checkbox"/> 융합전공	학점	<input checked="" type="checkbox"/> 3학점 <input type="checkbox"/> 2학점 <input type="checkbox"/> 1학점	해당학기	23-2	
수업목표 한글/영문	<p>본 교과목은 예비 사회복지사로서 반드시 갖추어야 할 중점 역량인 조직관리 및 기획 역량을 향상시키는 교과목이다.</p> <p>1. 사회복지실천 현장에서 구체적인 행정업무를 담당하기 위해서 현장 사회복지사의 실무적인 기술로서 기획, 슈퍼비전을 포함한 인사관리, 조직, 평가, 예산 등에 관한 이해</p> <p>2. 사회복지행정의 업무, 활동, 행정적 문제점, 내외의 환경요소, 인간적 요소 등에 대한 관점과 이해능력 배양</p> <p>3. 사회복지 행정업무수행에 필요한 기술의 이론적 이해와 활용능력을 개발</p>		<p>This course is a course to improve organizational management and planning capabilities, which are essential competencies for pre-service social workers.</p> <p>1. Understanding of personnel management including planning and supervision, organization, evaluation, budget, etc.</p> <p>2. Cultivation of perspectives and comprehension skills on tasks, activities, administrative problems, internal and external environmental factors, human factors, etc. of social welfare administration</p> <p>3. Develop theoretical understanding and utilization of technology necessary for social welfare administrative work</p> <p>Social welfare administration, Organization management and planning, Administrative practice, Social welfare administration work, Social welfare administrative work</p>			
주차	차시 (모 들)	소요 시간	차시별 학습내용			비고
			(한글)	영문	차시명	
1	1	27	사회복지행정의 필요성과 정의	Necessity and Definition of Social Welfare Administration	-Necessity of social welfare administration -Broad and narrow concept of social welfare administration -Definition of social welfare administration and general administration -Commonalities and differences between general administration and social welfare administration	
	2	26	사회복지행정의 이념과 특징	Philosophy and Characteristics of Social Welfare Administration	-Characteristics of social welfare administration -Ideology of Social Welfare Administration -Area of social welfare administration -Characteristics of social welfare administration	
	3	30	사회복지행정가의 지식과 기술, 책임성	Knowledge, skills, and responsibility of social welfare administrators	-Knowledge and skills required for social welfare administrators -Responsibility of social welfare administrators -Attitude of social welfare administrators	
2	1	26	사회복지행정의 역사-영국	History of Social Welfare Administration - England	-History of Social Welfare Administration: Experimental Period -History of Social Welfare Administration: Settlement Period -History of Social Welfare Administration: Expansion Period -History of Social Welfare Administration: Crisis	
	2	27	사회복지행정의 역사-미국	History of Social Welfare Administration - USA	-History of Social Welfare Administration: Formative Period -History of Social Welfare Administration: Development	
	3	31	사회복지행정의 역사-미국	History of Social Welfare Administration - USA, Korea	-USA: History of Social Welfare Administration: Establishment -Korea: History of social welfare administration: 4 stages	
3	1	28	사회복지서비스 전달체계-1	Social welfare service delivery system-1	-Concept of social welfare service delivery system -Components of social welfare service delivery system -Classification of social welfare service delivery system -Principle of social welfare service delivery system	
	2	31	사회복지서비스 전달체계-2	Social Welfare Service Delivery System-2	-Improvement strategy of social welfare service delivery system -Public social welfare service delivery system -Resident living support service delivery system -Hope welfare delivery system	

	3	27	공적 사회복지서비스 전달체계	Public social welfare service delivery system	-Hope welfare delivery system -Eup, Myeon, and Dong Welfare Hubs -Problems and challenges of public social welfare service delivery system	
4	1	33	사적 사회복지서비스 전달체계	Private social welfare service delivery system	-Concept of private social welfare service delivery system -Necessity of private social welfare service delivery system -Structure and current status of private social welfare service delivery system -Problems and challenges of private social welfare service delivery system	
	2	29	정부 간 사회복지 역할 분담	Division of social welfare roles between governments	-Division of social welfare roles between welfare state governments -Decentralization and division of social welfare roles between governments	
	3	27	정부와 민간 간 사회복지 역할분담	Division of social welfare roles between the government and the private sector	-Welfare State Crisis and the Rise of Nonprofit Organizations -Reasons for the existence of non-profit organizations	
5	1	32	사회복지조직의 환경과 관리전략	Environment and management strategies of social welfare organizations	-An analytical framework for understanding the environment of social welfare organizations -Causes and forms of changes in the environment of social welfare organizations -Acceptance and resistance to changes in social welfare organizations	
	2	27	사회복지조직에 대한 책임성 요구의 증대	Growing demand for accountability for social welfare organizations	-Concept and scope of accountability for social welfare organizations -Factors affecting the accountability of social welfare organizations -Subject, object, type of responsibility of social welfare organization -Responsibility management of social welfare administrators -Measures to secure accountability of social welfare administration	
	3	29	사회복지조직의 개념과 특성	Concept and Characteristics of Social Welfare Organizations	-Concept of social welfare organization -Principles and Characteristics of Social Welfare Organizations -Types of social welfare organizations -Social Welfare Corporation	
6	1	28	사회복지조직 구조의 정의와 유형	Definition and types of social welfare organization structure	-Definition and types of organizational structure -Vertical and horizontal organizations -Formal and informal organizations -Traditional organization and divisional organization	
	2	30	사회복지조직의 유형과 조직화 방법	Types of Social Welfare Organizations and Organizational Methods	-Type of dynamic organization -Components of social welfare organization -How to organize social welfare organization -Committees and Boards	
	3	28	사회복지조직이론 -고전적 이론	Social Welfare Organization Theory - Classical Theory	-Classical Theory - Bureaucracy Theory -Classical theory - Scientific management theory	
7	1	31	사회복지조직이론 -인간관계이론	Social Welfare Organization Theory - Human Relations Theory	-The Hawthorne Experiment and Human Relations Theory -McGreger's X Y Theory -Lindstedt's Theory Z -Application of Human Relations Theory to Social Welfare Organizations	
	2	29	사회복지조직이론 -개방체계이론	Social Welfare Organization Theory - Open System Theory	-System theory and open systems theory -Organizational group ecological theory and context theory -Political economy theory and institutional theory	
	3	28	사회복지조직이론 -현대적 조직이론	Social Welfare Organization Theory - Modern Organizational Theory	-Objective management (MBO) theory -Total Quality Management (TQM) -Learning organization theory	

8	1	27	사회복지조직의 기획과 의사결정	Planning and decision-making of social welfare organizations	-Concept and necessity of planning -Type of planning -Process of planning	
	2	28	프로그램 기획기법과 의사결정	Program planning techniques and decision-making	-Gantt Chart: Hourly activity plan chart -Program Evaluation Review Technique (PERT) -Monthly activity plan card (Shed-U-Graph) -Overall progress chart (Flow Chart)	
	3	29	의사결정의 과정과 모델	Decision-making process and model	- Process of decision making -Types and contents of decision-making models -Types and contents of decision-making technology	
9	1	25	커뮤니케이션 : 조직 내 의사소통	Communication: Communication within the organization	-Concept and role of communication -Characteristics and types of communication -Principles, processes and components of communication -Concept of communication network	
	2	28	리더십의 개념과 원천	The concept and source of leadership	-The concept and source of leadership -The view of leadership, the relationship between leaders and managers -Concept and contents of trait (quality) theory -Types and contents of action (behavior) theory	
	3	29	상황이론과 현대적 리더십 이론	Situation Theory and Modern Leadership Theory	-Concept and Contents of Situation Theory -Types and contents of modern leadership theories -Types and levels of leadership	
10	1	25	인적자원관리와 직무설계	Human resource management and job design	-Concept of human resource management -Job research - concept of job analysis, evaluation and design -Job Research-Contents of job analysis, evaluation, and design	
	2	27	교육훈련과 인적자원관리	Education and training and human resource management	-Job research - concept of education and training, education and training techniques -Job Research-Supervision concept and contents -Job management-Human resource planning and recruitment -Maintenance-Job Satisfaction and Burnout concept	
	3	28	동기부여와 갈등관리	Motivation and conflict management	-Maintenance-Motivation concept and contents -Types and contents of content theories of motivation -Types and contents of process theories of motivation -Concept and function of conflict management	
11	1	29	사회복지 재정관리	Social Welfare Financial Management	-Concept and type of social welfare financial management -Types and contents of social welfare organization finances -Functions and principles of the social welfare budget -Types and contents of social welfare budget	
	2	28	사회복지 예산의 편성	Compilation of social welfare budget	-Concept and process of budgeting -Principle and control mechanism of budget control -Contents of budget execution and settlement of social welfare organizations -Concept and types of auditing	
	3	26	사회복지 마케팅 관리	Social welfare marketing management	-Concept and Necessity of Social Welfare Marketing -Components of social welfare agency marketing -Process of social welfare agency marketing	
12	1	28	사회복지기관의 마케팅 기법	Marketing techniques of social welfare institutions	-Social welfare marketing market segmentation strategy -Types and contents of marketing methods for social welfare institutions -Types and details of fundraising techniques for social welfare institutions -Concept and method of promotion of social welfare institutions	

	2	27	사회복지 정보관리	Social welfare i n f o r m a t i o n management	<ul style="list-style-type: none"> -The concept of information management and the meaning of computerization -Necessity and composition of information management system -Design and utilization of social welfare organization information management system -Types of social welfare organization information management system
	3	30	사회복지 문서관리와 구성체계	Social welfare document management and composition system	<ul style="list-style-type: none"> -Concept and necessity of document management -The type and content of the document; -Effectiveness of documents and standards for preparation -Document structure and drafting type
13	1	27	사회복지프로그램 개발과 평가-1	Social Welfare Program Development and Evaluation-1	<ul style="list-style-type: none"> -Concept and process of social welfare program development -Analysis method and content of the problem -Purpose and contents of the demand survey -Methods and procedures of demand survey
	2	28	사회복지프로그램 개발과 평가-2	Social Welfare Program Development and Evaluation-2	<ul style="list-style-type: none"> -Confirmation of social welfare resource system -Method of setting goals and objectives -Data collection and alternative setting -Establishment method and execution of action plan
	3	29	사회복지프로그램 개발과 평가-3	Social Welfare Program Development and Evaluation-3	<ul style="list-style-type: none"> -Concept and necessity of program evaluation -Types and criteria of program evaluation; -Principles and procedures for program evaluation -Create a social welfare proposal