

# MAJOR

# BACHELOR OF SCIENCE IN PUBLIC ADMINISTRATION

## DEPARTMENT OF PUBLIC MANAGEMENT

524 West 59th Street, New York, NY 10019 ■ Haaren Hall, Room 533.44

[www.jjay.cuny.edu/department-public-management](http://www.jjay.cuny.edu/department-public-management)

### MAJOR ADVISOR

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See all major requirements at: <http://www.jjay.cuny.edu/public-administration-major-resources>

## WHAT WILL YOU LEARN IN THIS MAJOR?

The major in Public Administration examines decision-making, leadership and management in public agencies and non-profit organizations. It introduces students to the field of Public Administration, including its scope, content, literature and relationship to other disciplines. This is accomplished through a curriculum that focuses on developing core competencies for both new and mid-career public administration students.

Public Administration students will study the environment of public policy, including political, legal, economic, and social institutions and processes. They will learn about organizational concepts, human resources administration, and finance management as they develop a range of analytical abilities.

### IN THIS MAJOR YOU WILL ■■■

**Read** research articles and case studies that examine application of administrative and policy strategies to real world issues.

**Participate** in discussions about administrative, managerial and ethical issues.

**Write** analytical papers about policies, procedures, and managerial approaches.

### FIRST COURSES IN THE MAJOR ■■■

**PAD 101:** Introduction to Public Administration

**PAD 121:** Information in Public Administration

**PAD 260:** International Public Administration

*“Before I entered the major, I used to complain about the government; now I understand it! The faculty gives a real-life approach. They teach as if you are in a professional setting.”*

—Victoria Conover, Public Administration major

*“Being in this major allows you to get into a lot of different fields. You also learn how to think critically and develop problem-solving techniques.”*

— Caroline Arlmante

### WHAT CRITICAL THINKING SKILLS WILL YOU DEVELOP IN THIS MAJOR?

- Policy and Information analysis
- Data interpretation
- Information compilation and evaluation, problem-solving
- Strategic thinking and organization
- Quantitative and qualitative analyses

### WHAT MINOR MIGHT BE A GOOD COMPLEMENT TO THIS MAJOR?

- Counseling
- Economics
- English
- Fire Science
- Political Science
- Security Management

For more information about minors, go to:

[www.jjay.cuny.edu/minors](http://www.jjay.cuny.edu/minors)

### WHAT OPPORTUNITIES WILL THIS MAJOR OFFER YOU?

- Seminar Internship in Public Administration (**PAD 402**): a 6-credit course that allows students to intern 12-16 hours per week for a city agency or non-profit organization; students also attend a weekly seminar at John Jay and a monthly seminar at The City University Graduate Center where students in similar programs at CUNY senior colleges will come together for discussion.
- Possible memberships to a variety of Public Administration Organizations. Memberships to these organizations provide a great networking experience for students as well as access to the latest information in the field.

### THIS MAJOR CAN BE A GREAT FOUNDATION FOR A WIDE RANGE OF JOBS, BUT SOME POSSIBILITIES TO CONSIDER ARE:

- Budget Analyst
- Chief Financial Officer
- Community Relations Director
- City Manager
- City Planner
- Fraud Investigator
- Human Resource Specialist
- Inspector
- Parole/ Probation Officer
- Policy Analyst
- Program Analyst
- Public Auditor
- Public Administrator
- Researcher
- School Administrator
- Security Management