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Spring 2003

DIPL 6015 Management Functions and Practices in International Organizations

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DIPL 6015

SETON HALL UNIVERSITY

School of Diplomacy and International Relations

Spring 2003
Schedule: 4 - 6 PM
Location: MH 17

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Course: Management Functions and Practices in International Organizations

Overview:

Due to the nature of international organizations, the management functions are diverse and the management processes and practices are complex. To make international organizations effective and cost-efficient is a great management challenge.

This course will review the key management areas, the management methods and instruments. It is designed to understand the management issues and to develop analytical skills for solving management problems.

The course will include at least two field trips to the headquarters of the United Nations in New York City to discuss selected management topics with United Nations managers.

Topics:

1. Management concepts and environment
2. Top-management structures and the role of legislative bodies
3. Understanding the diversity and complexity of international organizations
4. Strategic planning
5. Budget planning and controlling
6. Financial management
7. Human resources management
8. Managing conference services
9. Procurement and transportation management
10. Managing field operations and peacekeeping missions
11. Facility management
12. Managing information technology services
13. Management of oversight functions
(auditing, program evaluations, investigations, etc.)
14. Management improvement and reform efforts
15. Management styles and instruments

Reading List:

a) Books and Publications

- 1) Allison, Michael and Kaye, Jude
Strategic Planning for Nonprofit Organizations John
Wiley & Sons, 1997
- 2) Ameri, Houshang
Politics of Staffing the United Nations Secretariat Peter
Lang Publishing, 1996
- 3) Beigbeder, Yves
The Internal Management of United Nations Organizations
St. Martin's Press, 1997
- 4) Bennet, LeRoy and Oliver, James International
Organizations: Principles and Issues Prentice Hall,
2001
- 5) Childers, Erskine with Urquart,
Brian Renewing the United Nations
System
Dag Hammarskjöld Foundation/Ford Foundation, 1994
- 6) Deresky, Helen
Global Management - Strategic and Interpersonal Prentice
Hall, 2002
- 7) Dessler, Gary
A Framework for Human Resource Management Prentice
Hall, 2002
- 8) Dijkzeul, Yves
The Management of Multilateral Organizations Kluwer Law
International, 1997
- 9) Henry, Nicholas
Public Administration and Public Affairs
Prentice Hall, 1999
- 10) Koehler, Jerry and Pankowski, Joseph
Transformational Leadership in Government St.
Lucie Press, 1997
- 11) Lock, Dennis
The Essentials of Project Management,
Gower Publishing, 2001
- 12) Mueller, Joachim Reforming the United Nations
Kluwer Law International, 2001
- 13) New Zealand Ministry of Foreign Affairs and Trade
United Nations Handbook 2002

- 14) United Nations
Basic Facts about the United Nations, 200 United Nations Secretariat
- 15) United Nations
Rethinking Public Administration
United Nations Secretariat, 1998 (St/TCD E/27)
- 16) Gurstein, Michael and Klee, Josef
Towards a Management Renewal of the United Nations Public Administration and Development, Vol. 16 and 17, 1996 The International Journal of Management Research and Practice Commonwealth Association for Public Administration and Management

b) United Nations Documents

- 1) Report of the Secretary General on the Work of the Organization
Document A/5 7/1
- 2) Strengthening of the United Nations: An Agenda for Further Change
Document A/57/387

c) United Nations Websites

Office Human Resources Management

Procurement Division Peacekeeping

Operations Office of Internal Oversight

Services

Grading

Research Paper	40 %
Final Written Test	40 %
Classroom Participation	20 %

A list of topics for research papers will be made available at the second class meeting. The final written test will consist of questions related to the topics of the course.