

## **SECURITY AND LEGAL SERVICES IN PUBLIC ADMINISTRATION**

### **MASTER'S STUDY PROGRAMME**

Study programme:	<b>Security and Legal Services in Public Administration</b>
Field of study:	<b>Security Sciences</b>
Degree of study:	<b>2nd</b>
Form of study:	<b>Full-time</b>
Length of study:	<b>Two academic years</b>

Number of credits to graduate: **120 credits**

Academic degree: **Master (Mgr.)**

**Guarantor of the study programme:**

prof. Dr. Jozef Balga, PhD.

**Co-guarantors of the study programme:**

prof. Ing. Jana Müllerová, PhD.

mjr. assoc. prof. Ing. Mária Sabayová, PhD.

It-col. assoc. prof. JUDr. Mgr. Janka Hašanová, PhD.

assoc. prof. Ing. Michal Orinčák, PhD.

## **DESCRIPTION OF THE GRADUATE'S PROFILE**

### **General characteristics**

Graduates of the study programme have extensive, complex knowledge in the theory and application of law in the system of performing tasks in the field of security and legal services in public administration. Graduates possess the theoretical knowledge and practical skills necessary to develop the ability to apply them creatively in the performance of work activities in organisations designed to implement security and legal services in public administration.

Graduates have sufficient theoretical knowledge in a number of areas of legal and security services in public administration, developed intellectual competences, practical skills and personal qualities enabling to independently prepare and implement complex legal, organisational and professional measures to create adequate systems for the effective provision of security and legal services in public administration.

They can analyse the administrative and security environment, carry out security analyses, design and adopt appropriate solutions in emergency and crisis situations.

Graduates are able to effectively manage teams of staff at middle and senior management level, organise synergies and coordinate activities with other entities in the system of security and legal services in public administration. They can creatively apply the knowledge acquired in the implementation of international cooperation and the performance of tasks in accordance with the requirements of supranational and international administrative security bodies and organisations.

Graduates acquire theoretical knowledge that will enable him/her to continue university education studies at third level.

### **Theoretical knowledge**

The graduate of the study programme:

- has comprehensive knowledge in the application of legal standards in the management of activities related to detection, documentation and tackling illegal activities in the field of security and legal services in public administration,
- can choose appropriate scientific and theoretical approaches for independent, creative and comprehensive understanding of phenomena and processes in the field of security and legal services in public administration,
- knows how to determine effective scientific approaches to the analysis of problems in the field of administrative security for the creation and implementation of conceptual plans, proposals and projects of the activities of organizational units and components of security and legal services in public administration,
- possesses the knowledge necessary for the development of internal standards regulating the activities of individual organisational units in the structure of security and legal services in public administration,
- can logically compile specific scientific approaches to the analysis of the state, structure and dynamics of security and legal situations, recognition of their causes and conditions, specificity of subjects, as well as determining effective measures to prevent these situations,
- has an enhanced knowledge of the effective management of the activities of individuals, professional teams and managed systems with emphasis on the application of modern management styles in the conditions of the structure of security and legal services in public administration.

### **Practical skills and abilities**

The graduate of the study programme:

- is able to independently and competently specify, propose and apply complex solutions of security, administrative and legal protection of persons and property,
- is able to understand and analyse phenomena and processes influencing the operation of security and legal services systems in public administration,

- can comprehensively analyse and assess security and administrative risks and threats related to the protection of persons and property, focus attention on critical tasks and problems related to the profession and to the resolution of crisis situations,
- is able to anticipate events, regulate own behaviour and actions even in conditions of stress situations.

### **Competence**

The graduate of the study programme:

- can manage change processes in security and administrative management systems,
- can apply a systems approach in working with information, its acquisition, processing and analysis with the use of modern information technologies,
- can manage security teams made up of several security components in ensuring the activities of security and legal services in public administration,
- is able to coordinate the interaction in the system of security and legal services in public administration,
- is competent to process, independently or in a team, the necessary documentation for the activities carried out in the system of security and legal services in public administration.

### **Additional knowledge, abilities and skills**

The graduate of the study programme:

- can work independently in professional, specialised working teams at middle and senior management level and, after gaining professional experience, lead them effectively,
- is able to organise cooperation with the state administration and self-government bodies, representatives of civic associations, natural persons and other legal entities in order to effectively ensure legal, security and administrative protection of persons and property, to present legal and organisational problems of security and legal services in public administration to individual categories of persons,
- is able to manage professional activities in accordance with legal and ethical standards and ensure that they are consistently observed in his/her working environment,
- is able to follow new trends in the field of activities of security and legal services in public administration and creatively implement them in practice, to effectively broaden and deepen his/her knowledge in the field and to continue his/her professional development.

## **EMPLOYABILITY OF GRADUATES**

Expert - manager or specialist in public security and administration services at middle and higher levels of local state and territorial self-government management in the field of general internal administration, fire protection, civil protection, defence and crisis management. Lecturer in the field of security services. Specialist in cyber security. Employment also in other entities that use knowledge in the field of security sciences, as well as in the field of principles

of operation of technical means with a focus on security and legal systems in public administration. The graduate can continue his/her doctoral studies.