

# **Social Welfare Administration**

## **Administration**

Before discussing the meaning of social welfare administration, it is necessary to know the meaning of the term administration. Administration is a cooperative human effort towards achieving some common goals. Thus every group activity involves administration, whether in a family, factory, hospital, university, or a government department. Whenever two or more people cooperate in view of doing a thing that cannot be taken up alone, the concept of administration appears.

The word administration has been derived from the Latin words 'ad' and 'ministrate' which means to serve. In simple language, it means the 'management of affairs' or 'looking after the people'. To administer is to manage, direct and serve.

**L.D. White (1948)** views that "the art of administration is the direction, coordination and control of many persons to achieve some purpose or objective."

**E.A. Nigro (1951)** defines "administration as the organization and use of men and materials to accomplish a purpose."

**According to Herbert A. Simon (1960)** "In its broadest sense, administration can be defined as the activities of groups co-operative to accomplish common goals."

**Pfiffner defines** "administration as the organization and direction of human and material resources to achieve desired ends."

## **Social Welfare Administration**

Social welfare administration is a process through which social policy is transformed into social services. It involves the administration of public and private agencies. The following definitions are given to elaborate the meaning of social welfare administration.

**John C. Kidneigh (1950)** defines social welfare administration as the "process of transforming social policy into social services, a two way process: (i) transforming policy into concrete social services and (ii) the use of experience in recommending modification of policy.

This definition, of course, encompasses the idea that administration is the process of transforming policies into action programs.

**According to Walter A. Friedlander (1958)** ‘administration of social agencies translates the provisions of social legislation of social agencies and the aims of private philanthropy and religious charities into the dynamics of services and benefits for humanity.

**According to Arthur Dunham (1962)**, “administration is the process of supporting or facilitating activities which are necessary and incidental to services by a social agency. Administrative activities range from the determination of function and policies, and executive leadership to routine operations such as keeping records and accounts and carrying on maintenance of services.

### **Aims Objectives of Social Administration**

The main job of the social welfare administration is to identify and clarify the problems of a particular territory or area and contribute possible solutions to the problems. Following are few major objectives of social welfare administration.

#### **1.Improvement of life quality**

The quality of life is improved through the provision of security and by eliminating poverty and uncertainty. Social administration works for restoring and maintaining human dignity, worth and status in society. It is through the administration of certain welfare services provided so that every person should have access to basic needs and equality.

#### **2. Resource utilization**

Resources are of mainly two types, human resources and material resources. Both these resources are insufficient to fulfill the numberless human needs. This needs a careful and good use of all available resources. Administration plays a major role in using both resources in good and maximum beneficial way.

#### **3. Maintenance of peace and order**

It is the objective of social welfare administration to maintain peaceful environment among the people of an organization and also among different organizations because a peaceful environment is necessary to achieve the objectives in an efficient manner. Any kind of disorder and disruption may be harmful for any project. So, cooperative and supportive environment is created through administration.

#### **4. Protection of welfare**

Through social administration, it is tried to provide and protect welfare of masses at all levels in all areas. Government or different departments or organizations make it sure through its administrative tasks that welfare services be provided and protected.

#### **5. Achievement of justice**

Social administration aims at providing equal benefits of welfare to all people. All people are treated equally without any discrimination on the basis of caste, creed and color.

Administration play key role in justice provision as they are the main authorities to implement the policies.

#### **6. Adjustment of conflicting groups**

Conflicts among people always lead to failure in accomplishment of objectives. The objectives of social administration is to adjust the conflicting groups in the society or in the organization. It is the responsibility of administration to eliminate conflicts among the people and promote harmony and cooperation.