

## Leadership

1. Blanchard, Kenneth, *Managing By Values*, Barrett-Koehler Pub. 1997. Very readable book includes good ideas for an institution to look at and live by its values. An effective technique described for coming to consensus on values.
2. Bridges, William, *Managing Transitions: Making the Most of Change*. Addison Wesley Pub. Co. 2003. The author is very good at the human side of change and helps organizations to understand change well and how to develop effective change strategies.
3. Bridges, William. *Transitions: Making Sense of Life's Changes* Addison Wesley Pub. Co. 1980. The cover of this book is a good summary of it - Strategies for coping with the difficult, painful, and confusing times in your life. Though the focus of this book is personal life, the information applies to careers as well.
4. Cooperrider, D.L. *Introduction to Appreciative Inquiry*. In W. French & C. Bell (Eds.) *Organization Development* (5<sup>th</sup> Edition). Prentice Hall. 1995. This book explores the origins and key concepts of Appreciative Inquiry.
5. Covey, Stephen. *The Seven Habits of Highly Effective People*. Simon and Schuster. 1989. A core book for understanding Servant-Leadership principles.
6. Fisher, Roger and Scott Brown. *Getting Together: Building Relationships as We Negotiate*. NY: Penguin, 1988. This is a wonderful book on practical ways of managing conflict.

7. Debono, Edward *6 Thinking Hats* Little, Brown and Company. 1985. This book demonstrates directed thinking that can increase a group's effectiveness at problem solving and seeing different points of view. This approach can help participants come to quality decisions quickly and without unnecessary contention.
8. Garmston, Robert J. and Bruce M. Wellman. *The Adaptive School: A Sourcebook for Developing Collaborative Groups*. Norwood, MA: Christopher-Gordon Publishers, 2008. A key text for school, academic and public librarians.
9. Johnson, Spencer, *Who Moved My Cheese: An Amazing Way to Deal With Change in Your Work and in Your Life* G. P. Putnam's Sons. 1998. Very readable and appeals to a broad audience. Entire libraries have read this book while discussing what it means for them and their organization.
10. Hammond, John, *Smart Choices: A Practical Guide to Making Better Decisions*. Harvard Business School Press. 1999. Excellent book for helping with personal and professional decisions. Good summary of key points from each chapter in the back of the book.
11. Hammond, Sue Annis, *The Thin Book of Appreciative Inquiry* Practical Press Inc. 1998. A very positive way for groups to focus on their successes and strengths as a way to meet challenges and flourish. This is a deceptively simple yet transforming approach.
12. Hernon, Peter & John R. Whitman . *Delivering Satisfaction and Service Quality-A Customer Based Approach for Libraries*. Chicago, ALA. 2001
13. Karp, Rashelle S. *Powerful Public Relations-A How to Guide*. Chicago, ALA. 2002.
14. Kaye, Beverly, and Jordan-Evans., *Love'em or Lose'em-Getting Good People to Stay*, Berrett-Koehler Publishers. 1999. How to retain the people you need to sustain your organization. Focus is on career planning and employee retention strategies.

15. Kotler, Phillip, and Alan R. Andreasen. *Strategic Marketing for Non-Profit Organizations*. 5<sup>th</sup> edition. Toronto: Prentice-Hall. 1996. This is prime resource for understanding how to create customer and community focused organizations.
16. Kouzes, J and Posner, B. *The Leadership Challenge*. San Francisco: Jossey-Bass Publications, 2003. This is a core text in understanding key Servant-Leadership Principles.
17. Kroeger, Otto. *Type Talk at Work*. Delacorte Press. 1992. A great resource about how to apply the Myer-Briggs Type Indicator to work situations
18. Nadler, David A. and Tushman, Michael L., *Competing by Design*. Oxford University Press. 1997. This the most comprehensive book on organization design and its contribution to the success of organizations.
19. Nelson, Sandra, *Planning for Results-Streamlined Version and Managing For Results*. Public Library Association. American Library Association. 2001.
20. Owen, Harrison, *Open Space Technology*. Abbott Press, 1992. How to enhance group effectiveness and innovation with this free flowing participant oriented methodology.
21. Scholtes, Peter, *The Team Handbook: How to Use Teams to Improve Quality*, Joiner Associates. 1988. A classic in the team movement. Everything you need to know to have effective teams. Includes good problem solving techniques, meeting leading and facilitation techniques.
22. Scholtes, Peter, *The Leader's Handbook: Making Things Happen, Getting Things Done* McGraw-Hill. 1998. This is a great guide for inspiring people to make positive change. Wonderful section on the new leadership competencies with a self- scoring instrument to take.

23. Senge, Peter, et al. *The Fifth Discipline Fieldbook*. Doubleday. 1994 This is a wide ranging collection of articles, resources and models that help organizations become places of learning.
24. Weingand, Darlene E. *Future-Driven Library Marketing*. Chicago, ALA. 1998. How to make your library more patron friendly and responsive.
25. Weisbord, Marvin R. and Janoff, Sandra, *Future Search*. Berrett-Koehler Publishers, 1995. A wonderful guide to real time strategic change. Discusses how to engage you whole system or community in creating your desired future.
26. Wheatley, Margaret J., *Leadership and the New Science*, Berrett-Koehler Publishers, 1994. A critical book in understanding new ways of looking at change and leadership especially as it relates to new research from the scientific world.
27. Wheatley, Margaret, J., *Turning to one another, simple conversation to restore hope to the future*. Berrett-Koehler, 2002. How to connect with others and build relationships.
28. Whyte, David, *The Heart Aroused, Poetry and the Preservation of the Soul in Corporate America*. Doubleday. 1994. This is a powerful book on how to renew the way you look at work and yourself.
29. Youngblood, Mark D., *Life at the Edge of Chaos*, Perceval Publishing. 1997. An excellent resource about leadership and the new science theories. Gives down to earth explanations and translates them to practical idea