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Titolo	Managing in the middle [[electronic resource]] : the librarian's handbook / / edited by Robert Farrell and Kenneth Schlesinger
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Descrizione fisica	1 online resource (194 p.)
Collana	ALA guides for the busy librarian
Altri autori (Persone)	FarrellRobert (Professor) SchlesingerKenneth
Disciplina	025.1
Soggetti	Library administrators Communication in library administration Middle managers
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di bibliografia	Includes bibliographical references at the end of each chapters and index.
Nota di contenuto	Contents; Foreword; Introduction; Part I: Middle Management 101; 1: It's a Job, Not a Reward!; 2: Stepping Right into the Middle of . . .; 3: Testing the Waters; 4: Learning the Ropes; 5: Is an MBA a Good Choice for Middle Management Librarians?; 6: Expertise, Influence, and Magical Thinking; 7: Business Books for the Library Middle Manager; 8: Rethinking Interpersonal Communication for Managers; 9: The Middle in the Middle; 10: Horizontal Communication; 11: Feeling Good in the Middle; 12: Top Communication Rules for Effective Library Management; Part II: THE MIDDLE GROUND 13: Formal and InformalCommunication in Meetings14: The Power of Un; 15: Checklist for Productivity; 16: Procrastination and Willpower; 17: The Critical Path for Middle Managers; 18: Supervision; 19: Firm but Fair; 20: Performance Management; 21: Performance Improvement; 22: Consult Me First; 23: Managing Perceptions; 24: Surviving Layoffs; 25: The Poor Administrator and You; 26: Coping with Reorganization; Part III: EMPOWERMENT; 27: The Self-Determined Middle Manager; 28: Developing Leaders; 29: Being an Entrepreneurial Leader; 30: Managing Change; 31: The Need for Middle Managers 32: Building Strong Middle Manager/Paralibrarian Relationships33: Moving Up the Ranks and Back Again; 34: Working with the Plateaued

Employee; 35: Taking Risks and Letting Go, Creating and Coaching
Teams; Contributors; Index

Sommario/riassunto

Being a middle manager can be a difficult job, but the range of
perspectives in this book offer strategies and tips to make it easier.