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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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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
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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.