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Value-Based Principles and Laws Guiding Personnel Management; 4 - Recruiting Effective Employees; 5 - Screening and Interviewing for Selection; 6 - Facilitating Groups and Teams; 7 - Designing and Conducting Worker Performance Appraisals; 8 - Handling Employee Performance Problems; Appendix A Brief History of Social Work Supervision Concepts; Appendix B - Answers to Equal Employment Opportunity Commission Exercise (for Chapter 3) Appendix C - Position Description for a Mental Health Specialist II Appendix D - Sample of Core Competencies for Working in a Human Services Agency; Appendix E - Planning, Leading, and Coaching Professional Meetings; Index; About the Authors; About the Contributors

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#### Sommario/riassunto

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This is a practical guide to several important aspects of supervisory leadership and personnel management within the social work environment. It is aimed at helping practitioners to problem-solve, lead teams and support multi-cultural and other forms of diverse staffing.

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