

ECI Library Matters

Management, Supervision and Leadership Resources (updated)

This issue features updated library resources on management, supervision, and leadership. Abstracts of journal articles on this ECI topic are also included. For a complete listing of library titles, go to the online library catalog at www.texashealthlibrary.com.

Library materials may be borrowed upon request. Electronic library materials may be accessed on any device with internet access. Please email any ECI library requests or questions to avlibrary@dshs.texas.gov.

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Selected Journal Abstracts

Holding from afar: The protective effect of Virtual Reflective Supervision/Consultation (V-RSC) during the pandemic.

Willford, J. A., Gallen, R. T., Cruz, T., Hensler, H., Khalaifa, M., Leonard, M., Wernert, E., & Willard, M. (2022). *ZERO TO THREE*, 42(4), 62-71.

Reflective supervision/consultation (RSC) is a relationship-based form of professional development for the infant and early childhood mental health (IECMH) workforce. A critical context for effective RSC is the quality of the reflective alliance between supervisor and supervisee. Their "way of being" together is inclusive of safe, caring, and consistent relationships and serves as a source of resilience for providers. This article describes the impact of a 1-year project in which 49 IECMH supervisors participated virtually in small RSC training groups during the COVID-19 pandemic. Supervisors experienced significant improvements in positive emotions and work engagement, with concurrent decreases in ruminative thinking and negative work experiences. Supervisors reported that many factors played a role in their positive experience within RSC training, with the relationships with supervisors and fellow group members as critical to positive outcomes.

Humble credibility: The role of the facilitator to engage powerful interactions within a community of practice.

Diaz, R. M., & Taylor-Jones, T. (2022). *ZERO TO THREE*, 42(4), 49-54.

A community of practice (CoP) is a vehicle for bringing in participants who share a common interest to learn from and grow with each other. In order to have a transformative learning experience, the CoP needs to be facilitated by a humble, credible facilitator. This article examines the role and benefits of a humble, credible facilitator and how these characteristics are necessary for engaging powerful interactions.

What does it mean to be a leader in the infant and early childhood mental health field? Research on training and supervision needs.

Brown, E. C., Spudowski, C., & Barron, C. C. (2022). *ZERO TO THREE*, 42(4), 79-86.

This mixed methods study aimed to better understand the training and supervision needs of those in infant and early childhood mental health (IECMH) leadership positions. The study used individual interviews and online surveys to explore the question "What does it mean to be a leader in IECMH and what unique challenges do they face?" Ten IECMH leaders completed individual interviews and sixty-four completed the online survey. Using qualitative thematic analysis, interview data suggest that while IECMH leaders have extensive clinical training and education, they described

challenges related to race, training/development, and feeling prepared and competent in their leadership roles. Data suggest that IECMH leaders use reflective supervision as one way of managing these challenges. This research provides considerations for organizations in regard to educating, training, promoting, and developing IECMH leaders.

Selected Journal Table of Contents

Infant Mental Health Journal. Volume 44, Issue 3; May 2023.

Issue information. p. 299-300.

What works for whom? Mother's psychological distress as a moderator of the effectiveness of a home visiting intervention. p. 301-318. Oxford, M. L., Hash, J. B., Lohr, M. J., Fleming, C. B., Dow-Smith, C., & Spieker, S. J.

An exploration of parenting styles, cultural values, and infant development in a sample of Latin American immigrants in Canada. p. 319-334. Hamel, K., Abdelmaseh, M., & Bohr, Y.

Disrupted maternal communication and disorganized attachment in the Arab society in Israel. p. 335-347. Ariav-Paraira, I., Oppenheim, D., Sagi-Schwartz, A., & Zreik, G.

The protective effects of social support and family functioning on parenting stress among Hispanic/Latino/a American immigrant parents with traumatic life experiences: A mediation analysis. p. 348-361. Maru, M., Paris, R., & Simhi, M.

Clinical use and implementation of the diagnostic classification of mental health and developmental disorders of infancy and early childhood. p. 362-371. Williams, M. E., Rediker, A. M., & Mulrooney, K.

DC: 0-5 system in clinical assessment with specialty pediatric populations. p. 372-386. Dahl, C. M., Bauer, M. J., & Kroupina M.

Evaluation of the Danish version of the prenatal parental reflective functioning questionnaire in early pregnancy as a screening tool. p. 387-405. Schwartz, M., Rasmussen, I. S., Wilson, P., Overbeck, G., & Siersma, V.

A qualitative exploration of caregivers' experiences with the Attachment

and Biobehavioral Catch-up (ABC) parenting program. p. 406-421.
Bagwell-Gray, M. E., Grube, W., Mendenhall, A., Jen, S., Olaleye, O. & Sattler, P.

“You do need to do the interaction”: Mothers’ perceptions of responsive parenting following a home-based parenting intervention. p. 422-436.
Morris, S. S., Price, A., McKenzie, V. & Kemp, L.

Caregivers’ positive emotion socialization tendencies are associated with positive affect in preschool age children. p. 437-447. Hill, K. E., Kujawa, A., & Humphreys, K. L.

Journal of Early Intervention. Volume 45, Issue 2; June 2023.

Families’ access to early intervention and supports for children with developmental disabilities. p. 103-121. Sapiets, S. J., Hastings, R. P., Stanford, C., & Totsika, V.

Effects of enhanced milieu teaching and book reading on the target word approximations of young children with language delay. p. 122-144. Kang, V. Y. & Kim, S.

Impact of a culturally responsive professional development program in assistive technology for Latinx teachers. p. 145-162. Ocasio-Stoutenburg, L., Sudduth, C., Nunez, C., Bailey, J., Dowling, M., Shearer, R., Natale, R., & Schladant, M.

Visual supports to increase conversation engagement for preschoolers with autism spectrum disorder during mealtimes: An initial investigation. p. 163-184. Bateman, K. J., Wilson, S. E., Gauvreau, A., Matthews, K., Gucwa, M., Therrien, W., Nevill, R., & Mazurek, M.

Parent coaching in early intervention for autism spectrum disorder: A brief report. p. 185. Pellecchia, M., Mandell, D. S., Beidas, R. S., Dunst, C. J., Tomczuk, L., Newman, J., Zeigler, L., & Stahmer, A. C.

To receive full-text copies of journal articles listed in the Journal Table of Contents, please email the library staff: avlibrary@dshs.texas.gov.

New Audiovisual

Building a safety culture through leadership. [Streaming](#). 12 min. 2020. This video explores why and how everyone in the organization can become a safety leader. It also demonstrates the importance of frontline team leaders and individual leaders. The 4 key areas a safety leader should focus on include health and safety standards, risk management, communication and engagement.

New Books

Early childhood leadership in action: Evidence-based approaches for effective practice. Elizabeth Stamopoulos, 2018. (LB 1775.6 S783 2018 ECI)

In this book early childhood researchers provide a new model for leadership. Recognizing that leadership is both an individual and collective endeavor, multi-layered and multidimensional, the authors have distilled core tasks of leadership that are explored in each chapter.

How to use work group supervision to improve early years practice. Stella Louis, 2021. (LB 1139.23 L888 2021 ECI)

This book presents a model for supervision as a collaborative process, and explores how this process can benefit practitioners at all stages in their career to reflect on and improve their own practice. Supported by detailed case studies which contextualise Work Group Supervision, this text offers practical support which will help practitioners develop their knowledge and skills, and to work together to develop a shared understanding and more successful practice.

New eBooks

From hire to inspire: How to become the best boss. David Lahey, 2020. Using a new set of behavioral science analytics, this book shows you how to determine what types of work different people will find fulfilling. When leaders use these principles to put the right people in the right positions at the right time, employees spend less energy adapting, their engagement levels improve, and they are less absent at work, which results in an increase in productivity and lower accident levels.

Selected Audiovisuals

Diversity in the workplace for managers and supervisors.

DVD. 14 min. 2018. (DV1370)

How to lead when you're not in charge: Leveraging influence when you lack authority.

Audiobook on CD in MP3 format. 380 min. 2017. (AC0043)

Igniting bold leadership: How to create a culture of risk-taking and collaboration.

DVD. 57 min. 2014. (DV0884)

Infection control in healthcare: Safe work practices.

[Streaming](#). 14 min. 2014.

Practical coach 2.

DVD. 25 min. 2014. (DV0861)

Reflective supervision II: Video training series.

DVD. 124 min. 2016. (DD0820)

The respectful supervisor: Integrity and inclusion.

DVD. 13 min. 2015. (DV0944)

The respectful supervisor: Motivating and retaining employees.

DVD. 11 min. 2015. (DV0945)

Servant leadership in action: How you can achieve great relationships and results.

Audiobook on CD in MP3 format. 593 min. 2018. (AC0047)

Winning presentations for make or break moments.

DVD. 23 min. 2014. (DV1282)

Selected Books

5 languages of appreciation in the workplace: Empowering organizations by encouraging people. Gary Chapman, 2019.

(HF 5549.5 M63 C466 2019)

365 ways to motivate and reward your employees every day: With little or no money. Diana Podmoroff, 2016.
(HF 5549.5 I5 P742 2016)

Act like a leader: Think like a leader. Herminia Ibarra, 2015.
(HD 57.7 I12 2015)

Ask a manager: How to navigate clueless colleagues, lunch-stealing bosses, and the rest of your life at work. Allison Green, 2018.
(HF 5548.8 G795 2018)

Basic training for trainers. Jonathan Halls, 2016. (LC 5225 H193 2016)

Beyond behaviors: Using brain science and compassion to understand and solve children's behavioral challenges.
Mona Delahooke, 2019. (LC 3969 D333 2019 ECI)

Big change, best path: Successfully managing organizational change with wisdom, analytics, and insight. Warren Parry, 2015.
(HD 58.8 P265 2015 RHB)

Bridging the soft skills gap: How to teach the missing basics to today's young talent. Bruce Tulgan, 2015. (HF 5381 T917 2015 RHB)

Bringing out the best in people: How to apply the astonishing power of positive reinforcement. Aubrey C. Daniels, 2016.
(HF 5549.5 M63 D186b 2016 RHB)

Build your dream team: How to recruit, train and retain early childhood staff. Thomas Bond, 2020. (LB 1775.6 B711 2020 ECI)
This title is also available as an ebook.

Building on whole leadership: Energizing and strengthening your early childhood program. Marie L. Masterson, 2019.
(LB 1775.6 M423 2019 ECI) This title is also available as an eBook.

Change your questions, change your life: 12 Powerful tools for leadership, coaching, and life. Marilee G. Adams, 2015.
(BF 637 C4 A215c 2015)

Chess not checkers: Elevate your leadership game. Mark Miller, 2015.
(HD 57.7 M649c 2015) This title is also available as an eBook.

Coaching basics. Lisa Haneberg, 2016. (HF 5549.12 H237c 2016 RHB)

Committed teams: Three steps to inspiring passion and performance. Mario Moussa, 2016. (HD 66 M933c 2016 RHB)

The confidence code: The science and art of self-assurance what women should know. Katty Kay and Claire Shipman, 2014. (HD 6054 K39 2014 RHB)

David and Goliath: Underdogs, misfits, and the art of battling giants. Malcolm Gladwell, 2013. (BF 503 G543d 2013 RHB) This title is also available as Audiobook on CD. (CA0042)

Do big things: The simple steps teams can take to mobilize hearts and minds and make an epic impact. Craig W. Ross, 2017. (HD 66 R823 2017)

Effectively managing and leading human service organizations. Ralph Brody, 2014. (HV 41 B865e 2014)

Emotional judo: Communication skills to handle difficult conversations and boost emotional intelligence. Tim Higgs, 2018. (HM 1166 H637 2018)

The employee experience: How to attract talent, retain top performers and drive results. Tracy Maylett, 2017. (HF 5549.5 M469e 2017 RHB)

Employee retention and turnover: Why employees stay or leave. Peter W. Horn, 2020. (HF5549.5.R58 H763 2020 ECI)

The enthusiastic employee: How companies profit by giving workers what they want. David Sirota, 2014. (HF 5549.5 M6 S621e 2014)

Evidence-based training methods: A guide for training professionals. Ruth Colvin Clark, 2015. (HF 5549.5 T7 C594 2015)

Facilitation skills training. Kimberly Devlin, 2017. (HF 5549.5 T7 D367 2017)

The feedback imperative: How to give everyday feedback to speed up your team's success. Anna Carroll, 2014. (HF 5549.5 C319f 2014)

First break all the rules: What the world's greatest managers do differently. (HD 38.2 B923f 2016)

The first two rules of leadership: Don't be stupid, don't be a jerk. David Cottrell, 2016. (HD 57.7 C851f 2016)

Great answers to tough questions at work. Michael Dodd, 2016. (HF 5718 D639 2016 RHB)

A great place to work: Creating a healthy organizational climate. Paula J. Bloom, 2016. (LB 1775.6 B665g 2016 ECI)

How do I keep my employees motivated: The practice of empathy-based management? George Langelett, 2014. (HF 5549.5 L274h 2014 RHB)

How to drive employee retention in the first 90 days. Doreen A. Lang, 2018. (HF 5549.5 L269 2018 ECI)

Innovating Lean Six Sigma: A strategic guide to deploying the world's most effective business improvement process. Kimberly Watson-Hemphill, 2016. (HD 62.15 W339i 2016)

Leaders don't command: Inspire growth, ingenuity, and collaboration. Jorge Cuervo, 2015. (HD 57.7 C965 2015)

Leadership: Contexts and complexities in early childhood education. Manjula Waniganayake, 2017. (LB 1139.3 W247 2017 ECI)

Leadership in action: How effective directors get things done, 2nd ed. Paula J. Bloom, 2014. (LB 1775.6 B665 2014 ECI)

Leadership in early childhood: The pathway to professionalism. Jillan Rodd, 2021. (LB 1139.3 R636 2021 ECI)

Managing and leading people through organizational change: The theory and practice of sustaining change through people. Julie Hodges, 2016. (HD 58.8 H688 2016 RHB)

Managing the unexpected: Sustained performance in a complex world. Karl E. Weick, 2015. (HD 30.3 W416 2015)

Managing transitions: Making the most of change, 4th ed. William Bridges, 2016. (HD 58.8 B851 2016)

Meeting the ethical challenges of leadership: Casting light or shadow, 6th ed. Craig E. Johnson, 2018. (HF 5387 J66m 2018)

On the edge: The art of high impact leadership. Alison Levine, 2014. (HD 57.7 L48 2014 RHB)

Organizational ethics: A practical approach. Craig E. Johnson, 2016. (HF 5387 J66 2016 RHB)

Radical candor: Be a kick-ass boss without losing your humanity. Kim Scott, 2019. (HD 38.2 S425 2019 ECI)

The science of successful organizational change: How leaders set strategy, change behavior, and create an agile culture. Paul Gibbons, 2015. (HD 58.8 G441s 2015)

Smarter faster better: The transformative power of real productivity. Charles Duhigg, 2017. (BF 431 D871s 2017)

The talent manifesto: How disrupting people strategies maximizes business results. R. J. Heckman, 2019. (HF 5549.5 M3 H449 2019)

Training design and delivery: A guide for every trainer, training manager, and occasional trainer. Geri E. McArdle, 2015. (LC 5225 M115t 2015)

Twelve essential topics in early childhood: A year of professional development in staff meetings. Nancy P. Alexander, 2018. (LB 1775.6 AL374 2018)

Selected eBooks

To read any of the eBooks listed here, please [email](#) the library for instructions and access information.

Art and science of training. Elaine Beich, 2017.

Discover how top facilitators always put learners first, even when faced with exceptions to the rule - the unwilling learner, the uninformed supervisor, the inappropriate delivery medium, or the unmanageable performance challenge. And learn why you must understand people, not only content, to ensure consistently exceptional learning experiences.

Change management training. Elaine Beich, 2016.

This book presents a complete lineup of workshop resources and tools needed to conduct effective change management training. Help managers understand their expanded role, practice new management techniques, and demystify the people side of change with innovative two-day, one-day, and half-day training workshops.

Creating engaged employees: It's worth the investment.

William Rothwell, 2014.

Research shows that many members of today's workforce feel overworked and underappreciated, all factors that attribute to high turnover, low customer satisfaction, increased incidences of health and safety problems, and low productivity. This book uses practical wisdom and scholarly research to suggest ways to keep employees engaged without causing burnout.

Developing leaders for positive organizing: A 21st century repertoire for leading in extraordinary times. Rob Koonce, 2017.

This book takes the reader on an investigative journey into everyday leadership as framed in the increasingly interconnected context of human relationships within and across organizations. It offers broad appeal for the non-profit executive, experienced scholar, or academic student.

Developing a leadership pipeline. Annette M. Cremo, 2017.

This text describes the challenges companies face when filling leadership positions, explains how to differentiate high potentials from high performers, and presents an action plan for developing high-potential employees.

Distributed leadership: The dynamics of balancing leadership with followership. Neha Chatwani, 2018.

Addressing the area of shared leadership, also known as collective or distributed leadership, this book embraces the underlying idea that leadership is a dynamic process that intersects closely with followership. The authors take a critical look at distributed leadership models by viewing them through the lens of nature and ecosystems.

Early childhood leadership: Motivation, inspiration, empowerment.

Lynn R. Marotz, 2021.

This book addresses one of the most challenging workplace issues facing employers today - the ability to encourage employees' creativity, productivity, and long-term commitment to an organization. Studies consistently show that low employee morale and high turnover rates are common in early childhood programs and, in turn, affect the quality of services provided for children and families.

The EQ leader: Instilling passion, creating shared goals, and building meaningful organizations through emotional intelligence.

Steven Stein, 2017.

Data collected from thousands of the world's best leaders reveals the keys to success: authenticity, coaching, insight, and innovation. By incorporating these methods into their everyday workflow, these leaders have propelled their teams to heights great enough to highlight the divide between successful and not-so-successful leadership.

First-time leader: Foundational tools for inspiring and enabling your new team. George B. Bradt and Gillian Davis, 2014.

First-time leaders get motivational and planning tools from top executive coaching firms. This book provides basic frameworks, processes, and tools to help first-time leaders and their teams deliver better results faster. Readers learn the three stages of team development, and get advice for specific leadership situations including onboarding yourself, onboarding others, and crisis management.

The ideal team player: How to recognize and cultivate the three essential virtues. Patrick M. Lencioni, 2016.

Lencioni presents a practical framework and tools for identifying, hiring, and developing ideal team players.

Interact and engage! 50+ activities for virtual training, meetings, and webinars. Kassy LaBorie, 2015.

This book offers a framework for igniting online training programs, meetings, and webinars with activities ranging from openers, icebreakers to closers.

Kirkpatrick's four levels of training evaluation.

James D. Kirkpatrick, 2016.

This book describes the New World Kirkpatrick Model, a powerful training evaluation methodology that melds people with metrics. Readers will discover a comprehensive blueprint for implementing the model in a way that truly maximizes your organization's results. Using these innovative concepts, principles, techniques, and case studies, you can better train people, improve the way you work, and help your organization meet its most crucial goals.

Leader evolution: From technical expertise to strategic leadership.

Alan Patterson, 2015.

To reduce the learning curve and create a more effective process, this book describes a road map for leadership development, a series of four stages

that expand personal competence as well as create a broader impact on the organization or business.

Leader interpersonal and influence skills: The soft skills of leadership. Ronald E. Riggio and Sheryelle J. Tan, 2018.

This book explores different models, concepts, and measures of the soft skills that are so necessary for effective leadership. Learn how to use the soft skills of communication, persuasion, political savvy, and emotional intelligence to inspire, motivate, and move followers toward the accomplishment of goals.

Leadership blindspots: How successful leaders identify and overcome the weaknesses that matter. Robert B. Shaw, 2014.

Good leaders become great by skillfully managing their own vulnerabilities. This book is a comprehensive guide to recognizing and acting on the weak points that can impair effectiveness, diminish results, and harm a career.

Leadership training. Lou Russell, 2015.

Complete with effective training methodologies, this book helps you accelerate learning and leverage technology for maximum efficiency. You'll also find tools to assess leadership strengths and weaknesses. Half-day, full-day, and two-day workshop programs found in this volume make planning easy and can be tailored for the unique needs of your organization.

Leading when there's too much change. Kristin Cullen-Lester, 2016.

How can leaders ensure that change is manageable and that employees do not feel overwhelmed and discouraged in the face of large (and small) transitions? This issue of TD at Work helps leaders prioritize change initiatives and support employees during times of transition.

Leading with cultural intelligence: The real secret to success, 2nd ed. David Livermore, 2015.

This book explains how differences in religion, values, norms, and languages affect interactions. Livermore urges those who interact with people from other cultures to plan ahead for unfamiliar cultural settings but remain flexible if actual experience differs from expectations. He provides advice on how to successfully adapt your behavior to each situation.

Love'em or lose'em: Getting good people to stay, 5th ed.

Beverly L. Kaye, 2014.

Since employees who walk out the door cost their organizations up to 200 percent of their annual salaries to replace, retention is one of the most important issues facing workplaces today. This book offers twenty-six simple

strategies, from A to Z, that managers can use to address their employees' real concerns and keep them engaged. Also available on audiobook. (AC0026)

Make it matter: How managers can motivate by creating meaning.

Scott Mautz, 2015.

How many people find a sense of purpose in their jobs? Unfortunately, studies show that most do not. Their bodies may put in long hours, but their hearts and minds never punch in. This upbeat, original book shows how meaning-rich workplaces connect, inspire, and catapult employees into new realms of productivity and well-being.

Manager vs. leader: Untying the Gordian knot. Robert M. Murphy, 2017.

This book works to differentiate the terms manager and leader. Providing both academic and practical organizational examples, it challenges readers with ranging experience and knowledge to explore management and leadership in a new and comprehensive way. Enabling readers to better understand the nuances between leading and managing, this book provides historical context while guiding readers in understanding the impact each role has within an organization.

The manager's guide to presentations. Lauren Hug, 2014.

This book teaches readers how to speak with confidence, whether they are presenting to their employees, their bosses, or external stakeholders. This book walks readers through the process of planning and developing content, mastering their materials, and delivering a dynamic performance. It includes interactive exercises and templates, so that readers can learn to embrace their signature speaking style and speak like a pro.

Managing as a ground floor leader. Daniel J. Schwartz, 2016.

This book provides real-life examples about how exhibiting certain values influences culture change that can lead to results and lists nine characteristics of a ground floor leader.

Managing people: A practical guide for front-line managers, 4th ed.

Rosemary Thomson, 2015.

This book examines how the different parts of managing people fit together, while acknowledging that different contexts require different approaches and recognizing ongoing organizational, environmental, and legal changes that affect the employment framework. It also emphasizes the need for front-line managers to understand themselves, their own management styles, and attitudes, together with the importance of empathy in appreciating the perspectives of the staff that work for them.

Modern mentoring. Randy Emelo, 2015.

Emelo explains why all employees must be considered as potential mentors, making everyone both advisors and learners. The author demonstrates that a culture in which people choose what they want to learn and whom they learn from, while increasing overall organizational intelligence, is completely within reach.

Navigating an organizational crisis: When leadership matters most.

Harry Hutson, 2016.

This book demonstrates how effective leaders under pressure work from an understanding of the situation at hand and of their impact on others, and explains how leaders can best apply their internal strengths.

Negotiation book: Your definitive guide to successful negotiating,
2nd ed. Steve Gates, 2016.

This book explains the importance of planning, dynamics, and strategies. It will help the reader understand the psychology, tactics, and behaviors of negotiation.

New supervisor training. Elaine Biech, 2015.

Elaine Biech presents two-day, one-day, and half-day training workshops that help supervisors embrace their new roles and develop supervisory skills in five key areas: promoting communication, guiding the work, leading the workforce, coaching employee performance, and developing themselves.

Organizational culture and leadership. Edgar H. Schein, 2016.

This book shows how culture has become a popular concept leading to a wide variety of research and implementation by various organizations and expands the focus on the role of national cultures in influencing culture dynamics, including some practical concepts for how to deal with international differences. Special emphasis is given to how the role of leadership varies with the age of the organization from founding, through mid-life to old age as the cultural issues vary at each stage.

Performance coaching: A complete guide to best practice coaching and training. Carol Wilson, 2014.

Performance coaching offers a guide to the fundamentals of coaching with an overview of all the key principles, tools, and case studies you need to develop more advanced knowledge. Using practical tools throughout and with case studies to illustrate the various cultural challenges coaches and managers can face this book is a complete resource for developing coaching in any organization.

PerformanceStat potential: A leadership strategy for producing results. Robert D. Behn, 2014.

PerformanceStat is a focused effort by public executives to exploit the power of purpose and motivation, responsibility and discretion, data and meetings, analysis and learning, feedback, and follow-up, all to improve government's performance.

Practical supervision: How to become a supervisor for the helping professions. Penny Henderson, 2014.

This book is designed to equip all those in the helping professions who are starting out in supervision with the theoretical, practical, and psychological base needed for effective practice.

Practicing organization development: Leading transformation and change, 4th ed. William J. Rothwell, 2016.

This book explores the cutting edge of change management, leadership development, organizational transformation, and society benefit. These concepts are explored through strengths-based approaches such as: appreciative inquiry, emotionally and socially intelligent leadership, positive organization development, and sustainable enterprises.

Prove it: How to create a high-performance culture and measurable success. Stacey Barr, 2017.

This book is the executive guide to improving organizational performance through the practice of evidence-based leadership. With a simple methodology and a focus on practical results, it can help you set a strategic direction that inspires organizational excellence; gain a true picture of your organization's performance; and master the habits that help you lead a high-performance culture.

Reinforcements: How to get people to help you. Heidi Grant Halvorson, 2018.

With humor, insight, and engaging storytelling, Heidi Grant, PhD, describes how to elicit helpful behavior from your friends, family, and colleagues - in a way that leaves them feeling genuinely happy to lend a hand.

Seven disciplines of a leader. Jeff Wolf, 2015.

Each of the seven disciplines is valuable on its own, but together they add up to more than a sum of their parts, and work synergistically to propel leaders to higher levels of effectiveness. From initiative, to planning, to community service, readers will gain insight into what separates the good

from the great, and how organizations can nurture these qualities in their employees with leadership potential.

The stay interview: A manager's guide to keeping the best and brightest. Richard Finnegan, 2015.

This practical guide introduces managers to a powerful new engagement and retention tool: the stay interview. Smart organizations have begun conducting these periodic reviews in order to discover why their important talent might leave and to solve any problems before they actually quit.

A team of leaders: Empowering every member to take ownership, demonstrate initiative, and deliver results. Paul Gustavson, 2014.

Workplace teams are supposed to harness employees' talents to tackle challenges. But the reality often falls short. This book shows readers how to design systems that nurture the leadership performance of every employee.

The truth doesn't have to hurt: How to use criticism to strengthen relationships, improve performance, and promote change. Deborah Bright, 2015.

Executives, managers, and team leaders will learn to deliver the truth, and have it taken as helpful, to create an atmosphere of acceptance, and learn to avoid mistakes that sabotage an exchange. This book delivers proven techniques and tools for motivating people and triggering improvement, swiftly and painlessly.

Turning learning into action: A proven methodology for effective transfer of learning. Emma Weber, 2014.

Learning transfer is the missing link in training. Using conventional approaches to training, an average of just 10-20 percent of learning makes it back into the workplace. This book provides tools to enable trainers, buyers of training, and L&D professionals to find ways to facilitate genuine behavioral change and accountability in the workplace.

The unashamed guide to virtual management. Ben Bisbee, 2019.

This book provides direction for topics such as onboarding new staff and delivering performance reviews as well as for the more offbeat issues like handling office romance and doing laundry on the job. Using short chapters and a fun, whimsical, yet straightforward style, the authors answer the critical questions about how to manage virtual teams.

Why I don't work here anymore: A leader's guide to offset the financial and emotional costs of toxic employees. Mitchell Kusy, 2018.

Through the many case examples, evidence-based practices and templates,

each chapter in this book singles out one main issue and how to resolve it with respect and clarity. This book presents concrete practices that will restore civility and respect into your organization as well as with increased performance.

Selected Websites

Community Tool Box offers practical, step-by-step guidance in community-building skills. See Part E, Chapters 13-16 for leadership, management, and group facilitation tips at ctb.ku.edu/en/table-of-contents.

Guide to Great Leadership in Early Childhood Education is a blog that highlights early childhood education leadership skills. Go to himama.com/blog/leadership-in-early-childhood-education/ more information.

Leadership Now helps build a community of leaders by developing people at all levels of society. Go to leadershipnow.com for more information.

National Association for the Education of Young Children (NAEYC) offers leadership information featuring articles. Enhance your career and improve your knowledge, skills, and practices with NAEYC [online training](http://naeyc.org/resources/topics/leadership). Go to naeyc.org/resources/topics/leadership for more information.

Whole Leadership: A Framework for Early Childhood Programs is offered by the McCormick Center of Early Childhood Leadership at National Louis University. The Whole Leadership Framework, first published in 2017, has been updated and revised to include critical changes to Leadership Essentials, which are the foundational competencies and behaviors necessary for creating a culture of caring, equity, and improvement. It presents the revised components of Leadership Essentials, including culturally responsive leadership, continuous quality improvement, and personal and professional self-awareness, with a focus on tools and strategies necessary to revitalize program success. In addition, it introduces updates to Administrative and Pedagogical Leadership to align with current research, the needs of the profession, and feedback from the field. For more information, please go to their website at Whole Leadership: A Framework for Early Childhood Programs – 2023.

Useful Library Information

[HHSC ECI Website](#)
[ECI Library Matters](#)

[Library Website](#)
[Library Catalog](#)

Texas Department of State Health Services ECI Library Services

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