

LEADERSHIP – MOTIVATING AND INFLUENCING OTHERS

TITLE: *The Leadership Engine*

AUTHOR: Noel, M. Tichy

PUBLISHER: Harper Collins Publishers, Inc.

DATE OF PUBLICATION: 1997

PAGES: 248

SUMMARY OF CONTENT: Tichy's central theme is that winning companies possess a "Leadership Engine" that produces dynamic leaders at every level within the organization. He argues forcefully that winning is about leadership and that leadership is the key trait that distinguishes winners from losers.

TITLE: *Leading with Soul*

AUTHORS: Lee G. Bolman and Terrence E. Deal

PUBLISHER: Jossey-Bass

DATE OF PUBLICATION: 1995

PAGES: 173

SUMMARY OF CONTENT: This is written in the format of a parable and points out that organizations have "souls" just as people have souls. Leaders need to be in touch with their souls to effectively lead others and develop an organization in a way that its "soul" can flourish as well.

TITLE: *Love 'Em or Lose 'Em – Getting Good People to Stay*

AUTHORS: Beverly Kaye and Sharon Jordan-Evans

PUBLISHER: Berrett-Koehler Publishers, Inc.

DATE OF PUBLICATION: 1999

PAGES: 234

SUMMARY OF CONTENT: The focus of *Love 'Em or Lose 'Em* is 26 strategies for managers to help with the challenge of retaining top talent in the organization. It stresses the key role of managers in retaining employees and it takes the reader through strategies from A to Z to help with the challenge. The strategies are built upon two years of focus group data collected in companies of all sizes and with employees of all levels.

TITLE: *The Seven Habits of Highly Effective People*

AUTHOR: Stephen R. Covey

PUBLISHER: Simon and Schuster

DATE OF PUBLICATION: 1989

PAGES: 340

SUMMARY OF CONTENT: This book provides a step-by-step guide for achieving success in your personal and professional life. Steven Covey has identified seven habits that direct the beliefs and actions of successful people and provides examples, anecdotes and a variety of suggested applications and worksheets that the reader can use to develop each habit. This book is recommended reading for anyone wanting to improve him or herself.

TITLE: *Wisdom of Teams*

AUTHORS: Jon R. Katzenbach and Douglas K. Smith

PUBLISHER: Harper Business

DATE OF PUBLICATION: 1994

PAGES: 317

SUMMARY OF CONTENT: The book outlines why teams are important within organizations. It gives practical steps on how to develop teams and get team members to work together. From a management perspective, it defines the leader's role and how to achieve top performance and outcomes from team efforts.
