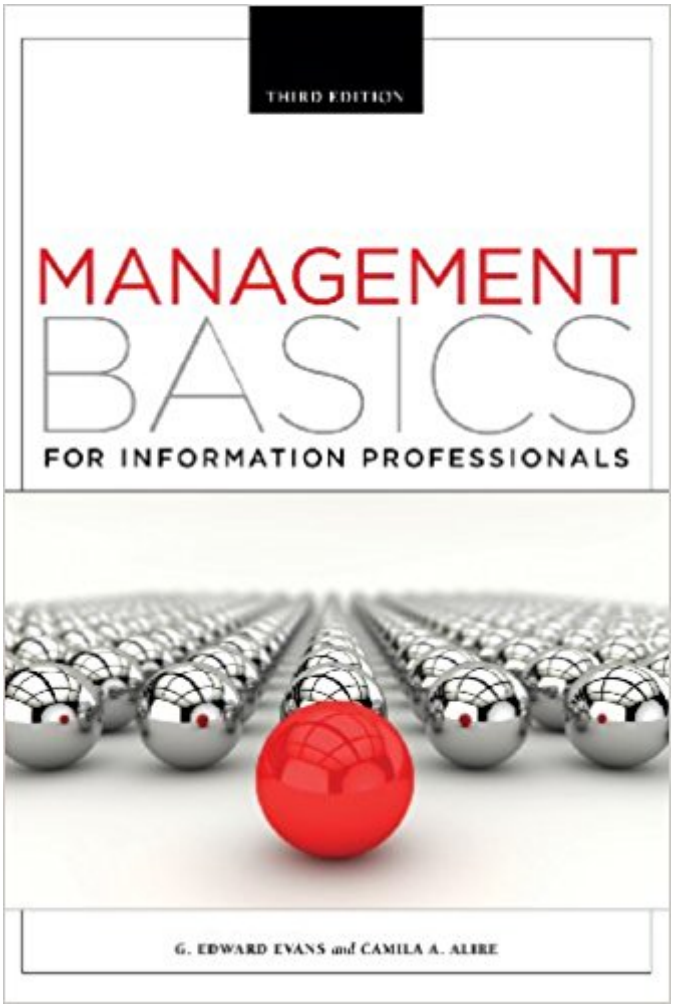
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Management Basics For Information Professionals, Third Edition



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Synopsis

Reflecting the rapidly changing information services environment, the third edition of this bestselling title offers updates and a broader scope to make it an even more comprehensive introduction to library management. Addressing the basic skills good library managers must exercise throughout their careers, this edition includes a completely new chapter on management ethics. Evans and Alire also pay close attention to management in "new normal" straitened economic conditions and offer updates on technological topics like social media. Among the areas covered areThe managerial environment, including organizational skill sets, the importance of a people-friendly organization, and legal issuesManagerial skills such as planning, accountability, trust and delegation, decision making, principles of effective organizational communication, fostering change and innovation, quality control, and marketingKey points on leadership, team-building, and human resource managementBudget, resource, and technology managementWhy ethics matterTips for planning a library career, with a look at the work/life debate

Book Information

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Customer Reviews

For anyone teaching management concepts to library and information science (LIS) students, you could find no better text to assign than Management basics for information professionals. For recent graduates, and those beginning supervisory roles, this is definitely a book to keep in your office. -- SLA Leadership and Management Division The two principal authors have professional experience in a variety of roles and organisations, and this is very evident in the attention to detail they bring to

the subject. Overall, this is a comprehensive introduction to the management of libraries and will more than likely be a prescribed text for library science students at undergraduate and postgraduate levels. -- Australian Library Journal Evans, an administrator, researcher, teacher, and writer, and Alire outline the basics of management for librarians. They describe the operating environment; managerial skill sets, including planning, power, accountability, responsibility, delegating, decision making, communicating, changing and innovating, assessment, quality control, operations, and marketing and advocacy; motivating and leading people, addressing diversity, and staffing; managing money, technology, and physical facilities; and managing one's career. This edition has new chapters on legal issues, building teams, and ethics; updates technological topics like social media; and adds new sidebars relating the authors' and advisory board members' experiences. -- Reference and Research Book News A very well thought through and well written text...I will include this book into the reading list of the next autumn courses on managing libraries and I would recommend it to other teachers working in this field. It also can be useful to those librarians who have changed their mind and finally decided to embark on a managerial career or simply look for some good materials that will help to augment their professional skills. -- Information Research This is an excellent title. In some ways, it is a textbook, but I prefer to see it as an overview of the management needs within our profession and for those who work in it. The book can be quietly browsed, reminding us of the various aspects to our profession. Coming into its third edition it has been a very successful title. -- Australian Academic and Research Libraries This large tome is a distillation of theories, research, and best practices gathered by the authors and some library leaders who helped annotate the twenty-one chapters, three of which are new since the 2007 second edition. Despite the title, the book is for anyone working - or studying to work - in libraries, from entry-level professionals through directors...a printed resource that will repay reading many times over. --Catholic Library World"A very well thought through and well written text Ã¢â ¬Â¦ I will include this book into the reading list of the next autumn courses on managing libraries and I would recommend it to other teachers working in this field. It also can be useful to those librarians who have changed their mind and finally decided to embark on a managerial career or simply look for some good materials that will help to augment their professional skills." --Information Research"The work is positioned as a recommended text for library science students, but is also an excellent source of information for career librarians wanting to refresh their knowledge of library management in a fast-moving information services environment and with a goal of moving into higher management and leadership positions Ã¢â ¬Â¦ The contributions by the advisors is not presented as best practice but instead illustrates what can and does happen in libraries in reality. The two

principal authors have professional experience in a variety of roles and organizations, and this is very evident in the attention to detail they bring to the subject." --Australian Library Journal

G. Edward Evans is an administrator, researcher, teacher, and writer. He holds several graduate degrees in anthropology and library and information science. As a researcher he has published in both fields, and held a Fulbright (librarianship) and National Science Foundation (anthropology) Fellowship. His teaching experience has also been in both fields in the U.S. and the Nordic countries. Most of his administrative experience has been in private academic libraries--Harvard and Loyola Marymount Universities. He retired from full-time work as Associate Academic Vice president for Libraries and Information Resources. Author of numerous books, he consults for and volunteers at the Museum of Northern Arizona library and archives and Flagstaff City, Coconino Country Library System.Camila Alire is Dean Emeritus at the University of New Mexico and Colorado State University. She is Past-President of the ALA, ALA/APA, the Association for College and Research Libraries (ACRL), and also REFORMA, the National Association to Promote Library and Information Services to the Spanish-speaking. She has co-authored books on library service to Latino communities and disaster planning and recovery. She was the first recipient of ALA s Elizabeth Futas Catalyst for Change Award and was named by Hispanic Business Magazine as one of the 100 most influential Hispanics in the United States.

This book was required for my library management course in graduate school. It contains a lot of useful information about managing and being a leader. Great chapters on diversity, delegation, budget planning, etc. All library science students and library staff can benefit from this book, even if you aren’t in a management position. I’m keeping my copy because I can see myself referencing it in the future, and re-reading the chapters that are relevant to my career path.

Boring as hell. Fortunately I sold it on used for almost the same price as I bought it.

Great text for library science students

Received item quicker than expected. The item was described as brand new, however I have to give a few stars less as the item was received with water damage. Not returning since material is still legible and I need it for class.

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