

The Manager's Pocket Guide® to

Effective Mentoring



Dr. Norman Cohen

The Managers Pocket Guide To Effective Mentoring

Norman H. Cohen



The Managers Pocket Guide To Effective Mentoring:

The Manager's Pocket Guide to Effective Mentoring Norman H. Cohen,1999 The Manager s Pocket Guide to Effective Mentoring is a practical reference in a format that provides quick access to the important concepts and techniques of a powerful one to one learning model The Manager's Pocket Guide to Effective Mentoring Norman H. Cohen,Cohen,2005-09 A Precise Explanation Of Dr Cohen S Recognized Approach To Mentoring Adult Learners The Manager S Pocket Guide To Effective Mentoring Is A Practical Reference In A Format That Provides Quick Access To The Important Concepts And Techniques Of A Powerful One To One Learning Model This Book Is Convenient And Comprehensive Offering Valuable Pragmatic Guidance That Mentors Can Use In Assisting Mentees **The Manager's Pocket Guide to Organizational Learning** Stephen J. Gill,2000 Today s organizations are in the learning business Employees must take in a constant supply of new information and apply it to their work regardless of their position **The Manager's Pocket Guide to Performance Management** Sharon G. Fisher,1997 Every company wants and needs productive skilled employees Investing in a work force that can help your business keep pace with the competition may be the most important strategic decision you make The Manager s Pocket Guide to Performance Management clearly spells out the specific steps a manager can take to ensure improved performance organization wide It presents a systems approach to performance enhancement and includes tools for determining current performance levels and establishing desired performance levels This handy reference will show managers how to Analyze the performance of individual employees Pinpoint the gaps in performance and determine what s causing those gaps Develop practical strategies for maximizing performance Get the most from your training dollars and ensure that training is successful Give recognition of an employee s achievements Evaluate whether or not employees are using what they ve learned Contents Identifying Employee Development Needs A Systems Approach to Performance Enhancement Fostering a Learning Organization Analyzing Employee Performance Identifying Causes of Performance Gaps Selecting Non Training and Training Strategies Managing Training Resources Promoting Training Transfer Evaluating Training Outcomes **A Step-by-step Guide to Starting an Effective Mentoring Program** Norman H. Cohen,2000 A Step by Step Guide to Starting an Effective Mentoring Program is a comprehensive and practical reference for coordinators who are introducing or revising programs based on the mentoring model of adult learning in the workplace This handbook logically details the four major steps required to start and manage a meaningful mentoring program

Mentoring in Nursing Sheila C. Grossman,2007-02-19 2007 AJN Book of the Year Winner Designated a Doody s Core Title Mentoring in Nursing will help inspire a more cohesive flexible and empowered nursing force whether in academia the hospital unit or health care facility Featuring Definitions and components of the mentoring process Models and strategies classic multiple and peer mentoring precepting coaching or shadowing models Mentor and mentee perspectives Best practices in nurse mentoring including multicultural competency Mentoring evaluation tools It is incumbent then on all of us

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Guide to Mentee Planning Norman H. Cohen, 2001 The Guide to Mentee Planning includes nine forms specifically designed to assist mentees in organizing and recording their plans for learning during their involvement in the mentoring program Detailed guidance for filling out each of the forms is provided to ensure that mentees construct a systematic and realistic plan to achieve their unique career and professional development goals

Insider's Guide to Recruiting and Retaining Phenomenal Staff IDEA Health & Fitness, 2003

The Successful Academic Librarian Gwen Meyer Gregory, 2005 The role of academic librarian is far from cut and dried There are numerous job classifications and widely varying academic focuses and cultures to contend with While every academic librarian is expected to meet the research needs of an institution's faculty and students many are expected to assume other obligations as part of a faculty or tenure system Given the many variants library school alone cannot prepare individuals for every aspect and flavor of academic librarianship and intrepid librarians who find themselves in new places and positions face unique challenges The Successful Academic Librarian is an antidote to the stress and burnout that almost every academic librarian experiences at one time or another In its pages Gwen Meyer Gregory and nearly 20 of her peers take a practical approach to a range of critical topics Their advice war stories tips techniques and inspiration will help you thrive in your academic library career from back cover

Mentoring in Nursing Sheila C. Grossman PhD, APRN-BC, 2007-02-19 2007 AJN Book of the Year Winner Designated a Doody's Core Title Mentoring in Nursing will help inspire a more cohesive flexible and empowered nursing force whether in academia the hospital unit or health care facility Featuring Definitions and components of the mentoring process Models and strategies classic multiple and peer mentoring precepting coaching or shadowing models Mentor and mentee perspectives Best practices in nurse mentoring including multicultural competency Mentoring evaluation tools It is incumbent then on all of us in the helping professions to be cognizant of the need for continued support and guidance of the elders but the elders must also listen and learn from the young and the young must help each other if the profession's covenant with the public is to be kept From the Foreword by Grayce Sills PhD RN

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