

ALMA LIBRARY BOOK COLLECTION

1

AUTHOR	Finzel, Hans
TITLE	The top ten mistakes leaders make
IMPRINT	England: Cook communications, 1994
COLLATION	200p.
KEYWORDS	ATTITUDE LEADERS DECISION MAKING CULTURE

2

AUTHOR	Adair, John
TITLE	Effective time management: how to save time and spend it wisely
IMPRINT	London: Pan Books, 1988
COLLATION	164p.
KEYWORDS	PROCRASTINATOR DELEGATOR REVOLUTION PERSONAL CHALLENGE

3

AUTHOR	Adair, John
TITLE	Effective leadership: how to develop leadership skills
IMPRINT	London: Pan Books, 1993
COLLATION	224p.
KEYWORDS	PLANNING CONTROLLING MOTIVATION EVALUATION

4

AUTHOR	Adair, John
TITLE	Effective leadership master-class: what every manager can learn from the great leaders
IMPRINT	London: Pan Books, 1997
COLLATION	262p.
KEYWORDS	CHARISMA CAVALRY COMMANDER SERVANT LEADERSHIP LEADERSHIP FUNCTIONS

5

AUTHOR	Adair, John
TITLE	Not bosses but leaders: how to lead the way to success
IMPRINT	Surrey: The Talbot Adair Press, 1987
COLLATION	172p.
KEYWORDS	SUCCESS LEADER MOTIVATION CHANGE

6

AUTHOR	Anderson, Leith
TITLE	Leadership that works: hope and direction for church and para-church leaders in today's complex world
IMPRINT	Minnesota: Bethany House, 1999
COLLATION	220p.
KEYWORDS	CATALOG CULTURE COMPETITION LEADERSHIP MYTHS

7

AUTHOR	Ayittey, George B.N.
TITLE	Africa betrayed
IMPRINT	New York: St Martins, 1992
COLLATION	412p.
KEYWORDS	AFRICA POLITICAL INSTITUTIOS BLACK NEOCOLONIALISM LIBERATION

8

AUTHOR	Badaracco, Joseph L. and Ellsworth, Richard R.
TITLE	Leadership and the quest for integrity
IMPRINT	Boston: Harvard Business School Press, 1989
COLLATION	222p.
KEYWORDS	DIRECTIVE LEADERSHIP POLITICAL LEADERSHIP INTEGRITY PRECISION

9

AUTHOR	Baird, John E.
TITLE	Positive personnel practices: quality circles; leader's manual
IMPRINT	Illinois: Waveland, 1982

COLLATION	192p.
KEYWORDS	QUALITY PERSONNEL AUTOCRATIC LEADER DEMOCRATIC LEADER

10

AUTHOR	Avolio, Bruce J.
TITLE	Full leadership development: building the vital forces in organizations
IMPRINT	Thousand Oaks: SAGE Publications, 1999
COLLATION	234p.
KEYWORDS	LEADERSHIP SYSTEMS ORGANISATIONS LEADERSHIP DEVELOPMENT TEAM LEADERSHIP

11

AUTHOR	Dinnen, Stewart
TITLE	You can learn to lead: a manual for people in leadership
IMPRINT	Great Britain: Christian Focus, 1997
COLLATION	176p.
KEYWORDS	LEADERSHIP FOSTERING FELLOWSHIP TIME MANAGEMENT CONFLICT

12

AUTHOR	Bass, Bernard M.
TITLE	Leadership and performance beyond expectations
IMPRINT	New York: Free Press, 1985
COLLATION	256p.
KEYWORDS	PERFORMANCE TRANSFORMATIONAL LEADERSHIP TRANSACTIONAL LEADERSHIP CHARISMATIC LEADERSHIP

13

AUTHOR	Bennis, Warren
TITLE	Why leaders can't lead: the unconscious conspiracy continues
IMPRINT	San Francisco: Jossey-Bass, 1989
COLLATION	169p.
KEYWORDS	CONSPIRACY TRUE LEADERSHIP

	HUMAN CAPITAL TRUISM
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14

AUTHOR	Bennis, Warren and Nanus, Burt
TITLE	Leaders: strategies for taking charge
IMPRINT	New York: HarperCollins, 1985
COLLATION	235p.
KEYWORDS	STRATEGIES CHARGE VISION EMPOWERMENT

15

AUTHOR	Baron, David and Padwa, Lynette
TITLE	Moses on management: 50 leadership lessons from the greatest manager of all time
IMPRINT	New York: Pocket Books, 1999
COLLATION	298p.
KEYWORDS	MOSES MANAGEMENT LEADERSHIP LESSONS GREATEST MANAGERS

16

AUTHOR	Bennis, Warren and Townsend, Robert
TITLE	Reinventing leadership: strategies to empower the organization
IMPRINT	New York: William Morrow, 1995
COLLATION	187p.
KEYWORDS	STRATEGIES EMPOWER TRANSFORMATION VISION

17

AUTHOR	Barret, Jim
TITLE	Total leadership: how to inspire and motivate for personal and team effectiveness
IMPRINT	London: Kogan page, 1998
COLLATION	284p.
KEYWORDS	TOTAL LEADERSHIP VISION WINNING TEAMS VALUE

18

AUTHOR	Bennis, Warren
TITLE	On becoming a leader
IMPRINT	Massachusetts: Addison Wesley, 1994
COLLATION	226p.
KEYWORDS	LEADER DEPLOYING MASTERING CHAOS

19

AUTHOR	Blanchard, Kenneth
TITLE	Leadership and the one minute manager
IMPRINT	London: HarperCollins, 1994
COLLATION	111p.
KEYWORDS	ENTREPRENEUR LEADERSHIP STYLE COMMITMENT COMPETENCE

20

AUTHOR	Bjoraker, Bill
TITLE	Leadership series – Samuel; last of the judges and first of the prophets: a model leader for transitional times
IMPRINT	Altadena: Barnabas, 1993
COLLATION	147p.
KEYWORDS	SAMUEL JUDGE LEADER PROPHET

21

AUTHOR	Biehl, Bobb
TITLE	30 days to confident leadership
IMPRINT	Tennessee: Broadman and Holman, 1998
COLLATION	243p.
KEYWORDS	CONFIDENT LEADERSHIP CREATIVITY DELEGATING DISCIPLINE

22

AUTHOR	Blanchard, Ken and Hybels, Bill
TITLE	Leadership by the book: tools to transform your workplace
IMPRINT	New York: William Morrow, 1999
COLLATION	220p.
KEYWORDS	LEADERSHIP TRANSFORM RETREAT RECOVERY

23

AUTHOR	Blackaby, Henry and Blackaby, Richard
TITLE	Spiritual leadership: moving people on to God's agenda
IMPRINT	Tennessee: Broadman and Holman, 2001
COLLATION	306p.
KEYWORDS	GOD SPIRITUAL LEADERSHIP VISION CHALLENGE

24

AUTHOR	Blanchard, Ken
TITLE	The heart of a leader: insights on the art of influence
IMPRINT	Oklahoma: Honor Books, 1999
COLLATION	157p.
KEYWORDS	HEART LEADER INFLUENCE INSIGHTS

25

AUTHOR	Bradford, David I. and Cohen, Allan R.
TITLE	Power up: transforming organisations through shared leadership
IMPRINT	New York: John Wiley and Sons, 1998
COLLATION	364p.
KEYWORDS	LEADERSHIP TRAP HEROIC LEADER COMMITMENT SHARED RESPONSIBILITY

26

AUTHOR	Branden, Nathaniel
TITLE	Self- esteem at work: how confident people make powerful companies

IMPRINT	San Francisco: Jossey- Bass, 1998
COLLATION	144p.
KEYWORDS	SELF ESTEEM CONFIDENT CHALLENGES PERSONAL DEVELOPMENT

27

AUTHOR	Bolman, Lee G. and Deal, Terrence E.
TITLE	Leading with soul: an uncommon journey of spirit
IMPRINT	San Francisco: Jossey-Bass, 1995
COLLATION	195p.
KEYWORDS	LEADING SOUL CONVICTION NEW LIFE

28

AUTHOR	Clinton, Robert J.
TITLE	The Bible and leadership values: a book by book analysis
IMPRINT	Altadena: Barnabas, 1993
COLLATION	326p.
KEYWORDS	LEADERSHIP VALUES NEW TESTAMENT OLD TESTAMENT

29

AUTHOR	Britton, Paul R. and Stallings, John W.
TITLE	Leadership is empowering people
IMPRINT	Lanham: University Press Of America, 1986
COLLATION	346p.
KEYWORDS	EMPOWERING PEOPLE LEADERSHIP MANAGER CHALLENGE

30

AUTHOR	Clinton, Robert J.
TITLE	Using PERT in planning: leadership series
IMPRINT	Altadena: Barnabas, 1992
COLLATION	44p.
KEYWORDS	PLANNING

	PROBABILITY PROJECT COMPLETION MANAGEMENT
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31

AUTHOR	Clinton, Robert J.
TITLE	Leadership training models
IMPRINT	Altadena: Barnabas, 2001
COLLATION	231p.
KEYWORDS	LEADERSHIP TRAINING MODELS DEVELOPMENT SELECTION PROCESS

32

AUTHOR	Clinton, Robert J. and Raab, Laura
TITLE	Barnabas: encouraging exhorter; a study in mentoring
IMPRINT	Altadena: Barnabas, 1997
COLLATION	68p.
KEYWORDS	BARNABAS EXHORTER MENTORING APOSTOLIC MINISTRY

33

AUTHOR	Blank, Warren
TITLE	The 9 natural laws of leadership
IMPRINT	New York: AMACOM, 1995
COLLATION	240p.
KEYWORDS	LEADERSHIP LAWS PARADIGM QUANTUM INFLUENCE STRATEGIES

34

AUTHOR	Madi, Pinda Mzwakhe
TITLE	Leadership lessons from emperor Shaka Zulu the great
IMPRINT	South Africa: Knowledge Resources, 2000
COLLATION	119p.
KEYWORDS	CONQUEROR FANATICAL TEAM TECHNOLOGIES CONVENTION

35

AUTHOR	Clinton, Robert J.
TITLE	Joseph destined to rule
IMPRINT	Altadena: Barnabas, 1997
COLLATION	83p.
KEYWORDS	JOSEPH DIVINE AFFIRMATION INTEGRITY EGYPT

36

AUTHOR	Burns, James MacGregor
TITLE	Leadership
IMPRINT	New York: Harper and Row, 1978
COLLATION	530p.
KEYWORDS	POLITICAL LEADERSHIP POWER LEGISLATIVE LEADERSHIP CHANGE

37

AUTHOR	Clinton, Robert J.
TITLE	Strategic concepts that clarify a focused life: a self study manual defining and applying focused life concepts to leaders today
IMPRINT	Altadena: Barnabas, 1995
COLLATION	190p.
KEYWORDS	MENTORING FOCUSED LIE LEGACY LIFE MANDATE

38

AUTHOR	Chalke, Steve and Ralph Penny
TITLE	Making a team work
IMPRINT	Eastbourne: Kingsway, 1995
COLLATION	126p.
KEYWORDS	TEAM WORK EFFECTIVE TEAM LEADER BUILDING COMMITMENT MOTIVATING

39

AUTHOR	Cashman, Kevin
TITLE	Leadership from the inside out
IMPRINT	United States of America: Executive Excellence, 1998
COLLATION	220p.
KEYWORDS	CHARACTER TRANSFORMATION PERSONAL MASTERY BALANCE MASTERY

40

AUTHOR	Collins, James C. and Porras, Jerry I
TITLE	Built to last: successful habits of visionary companies
IMPRINT	New York: Harper Collins, 1997
COLLATION	342p.
KEYWORDS	VISIONARY COMPANIES CLOCK BUILDING PROGRESS VISION

41

AUTHOR	Conger, Jay A.
TITLE	Learning to lead: the art of transforming managers into leaders
IMPRINT	San Francisco: Jossey- Bass, 1992
COLLATION	234p.
KEYWORDS	LEADERSHIP TRAINING PERSONAL GROWTH LEARNING TRANSFORMING

42

AUTHOR	Chatfield, Cheryl A.
TITLE	The trust factor: the art of doing business in the 21 st century
IMPRINT	Santa Fe: Sunstone Press, 1997
COLLATION	157p.
KEYWORDS	BUSINESS ECONOMIC FEASIBILITY TRANSITION INTUITION

43

AUTHOR	Clinton, Robert J.
TITLE	Leadership perspectives: how to study the bible for leadership insights
IMPRINT	Altadena: Barnabas, 1993
COLLATION	305p.
KEYWORDS	LEADERSHIP FUNCTIONS COMMANDMENTS SPIRITUAL AUTHORITY LEADERSHIP STYLE

44

AUTHOR	DePree, Max
TITLE	Leadership jazz: the art of conducting business through; leadership, followership, teamwork, touch, voice
IMPRINT	New York: Dell, 1992
COLLATION	228p.
KEYWORDS	LEADERSHIP GIFT DELEGATE ETHICS

45

AUTHOR	DePree, Max
TITLE	Leadership is an art
IMPRINT	New York: Dell, 1989
COLLATION	148p.
KEYWORDS	CORPORATE LIFE INTIMACY ROVING LEADERSHIP CAPITALISM

46

AUTHOR	Covey, Stephen R.
TITLE	Principle-centred leadership
IMPRINT	New York: Simon and Schuster, 1991
COLLATION	334p.
KEYWORDS	PERSONAL EFFECTIVENESS MANAGERIAL DEVELOPMENT ORGANISATIONAL DEVELOPMENT FAMILY

47

AUTHOR	Connock, Stephen and Johns, Ted
TITLE	Ethical leadership

IMPRINT	London: Institute of Personnel and Development, 1995
COLLATION	231p.
KEYWORDS	BUSINESS ETHICS LEADERSHIP BUSINESS CONDUCT HUMAN RESOURCES

48

AUTHOR	Farkas, Charles M.
TITLE	Maximum leadership: five strategies for success from the world's leading CEOs
IMPRINT	New York: Berkley, 1996
COLLATION	287p.
KEYWORDS	LEADERSHIP STRATEGIES SUCCESS POWER

49

AUTHOR	Conger, Jay A.
TITLE	The charismatic leader: behind the mystique of exceptional leadership
IMPRINT	San Francisco: Jossey-Bass, 1986
COLLATION	211p.
KEYWORDS	CHARISMA EXPERTISE FOLLOWERS COMMITMENT

50

AUTHOR	Conger, Jay A. and Kanungo Rabindra N.
TITLE	Charismatic leadership in organisations
IMPRINT	Thousand Oaks: SAGE, 1998
COLLATION	288p.
KEYWORDS	CHARISMATIC LEADERSHIP CHALLENGES CHARISMA EMPIRICAL VALIDITY

51

AUTHOR	D'Souza, Anthony
TITLE	Leadership: trilogy on leadership and effective management
IMPRINT	Kenya: Paulines Publications Africa, 1994
COLLATION	528p.

KEYWORDS	LEADERSHIP COMMUNICATING EFFECTIVELY TEAM BUILDING LEADERSHIP STYLES
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52

AUTHOR	D'Souza, Anthony
TITLE	Developing the leader within you: strategies for effective leadership
IMPRINT	Singapore: Haggai Centre for Advanced Leadership Studies
COLLATION	633p.
KEYWORDS	EFFECTIVE LEADERSHIP TEAM BUILDING DEVELOPMENT COMMUNICATIONS

53

AUTHOR	Greenleaf, Robert K.
TITLE	Servant leadership: a journey into the nature of legitimate power and greatness
IMPRINT	New York: Paulist Press, 1977
COLLATION	338p.
KEYWORDS	SERVANT LEADERSHIP BUREAUCRATIC SOCIETY EDUCATION CHURCH

54

AUTHOR	Dingle, Derek T.
TITLE	Black enterprise: titans of the B.E. 100s; black CEOs who redefined and conquered American business
IMPRINT	New York: John Wiley and Sons, 1999
COLLATION	238p.
KEYWORDS	CHIEF EXECUTIVE OFFICERS AMERICAN BUSINESS BLACK ENTERPRISE REDEFINING BUSINESS

55

AUTHOR	Greenleaf, Robert K.
TITLE	Advices to servants
IMPRINT	Indianapolis: Greenleaf Centre, 1991
COLLATION	64p.
KEYWORDS	SERVANT LEADERSHIP

	BUSINESS DIRECTORS FOUNDATION TRUSTEES SOCIAL POLICY
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56

AUTHOR	Danzig, Robert J.
TITLE	The leader within you: master 9 powers to be the leader you always wanted to be.
IMPRINT	Florida: Frederick Fell, 2000
COLLATION	161p.
KEYWORDS	TAPESTRY OF LIFE INNOVATION PERSEVERANCE CHARACTER

57

AUTHOR	Crosby, Philip
TITLE	The absolutes of leadership
IMPRINT	San Francisco: Jossey-Bass, 1996
COLLATION	128p.
KEYWORDS	FINANCE INTEGRITY CUSTOMER MANAGEMENT EMPLOYEES

58

AUTHOR	Greenleaf, Robert K.
TITLE	The servant as religious leader
IMPRINT	Indianapolis: Greenleaf Centre, 1996
COLLATION	56p.
KEYWORDS	SERVANT LEADERSHIP RELIGIOUS LEADERS LEADERSHIP ETHICS CHURCH

59

AUTHOR	Eales- White, Rupert
TITLE	How to be a leader
IMPRINT	London: Kogan Page, 1998
COLLATION	141p.
KEYWORDS	FLEXIBILITY PERCEPTION GAPES MOTIVATION ATTITUDES

60

AUTHOR	Fairholm, Gilbert W.
TITLE	Leadership and the culture of trust
IMPRINT	Westport: Praeger, 1994
COLLATION	236p.
KEYWORDS	LEADERSHIP CULTURE TRUST VISIONING

61

AUTHOR	Fisher, Roger
TITLE	Lateral leadership: getting things done when you are not the boss
IMPRINT	London: HarperCollins, 1998
COLLATION	219p.
KEYWORDS	THINKING ENGAGEMENT LATERAL LEADERSHIP POWER

62

AUTHOR	Fox, Andrew
TITLE	The apprentice leader: learning to serve a senior leader
IMPRINT	England: Sovereign World, 1999
COLLATION	125p.
KEYWORDS	APOSTLE APPRENTICE INTIMIDATION GENERATION

63

AUTHOR	Frydman, Bert et al.
TITLE	The power of collaborative leadership: lessons for the learning organisation
IMPRINT	Boston: Butterworth- Heinnemann, 2000
COLLATION	285p.
KEYWORDS	Power Collaborative leadership Learning organisations. Vision

64

AUTHOR	Galloway, Dale and Bird, Warren
TITLE	On-purpose leadership: multiplying your ministry by becoming a leader of leaders
IMPRINT	Missouri: Beacon Hill Press, 2001
COLLATION	119p.
KEYWORDS	LEADERSHIP DELEGATE CHURCH RELATIONAL

65

AUTHOR	Gardner, John W.
TITLE	Excellence: can we be equal and excellent too?
IMPRINT	New York: W.W. Norton and Company, 1984
COLLATION	175p.
KEYWORDS	TALENT OPPORTUNITY DEMOCRATIC DILEMMA EDUCATION

66

AUTHOR	Gill, Robin
TITLE	Moral leadership in post-modern age
IMPRINT	Scotland: T and T Clark, 1997
COLLATION	174p.
KEYWORDS	MORAL LEADERSHIP MORALITY FAITH RELIGIOUS EDUCATION

67

AUTHOR	Gorton, Dennis
TITLE	Leading the followers by following the leader
IMPRINT	Camp Hill: Christian Publications, 2000
COLLATION	239p.
KEYWORDS	FOLLOWERS DEPENDENCE SUBMISSION POOR SPIRIT

68

AUTHOR	Gordon, Bob
TITLE	The leader's vision: one of the most comprehensive courses on Christian leadership available
IMPRINT	England: Sovereign World, 1990
COLLATION	128p.
KEYWORDS	LIVING LEGACY VISION BUILDING PLANNING FAITH

69

AUTHOR	Handy, Charles
TITLE	The elephant and the flea: looking backwards to the future
IMPRINT	United Kingdom: Hutchinson, 2001
COLLATION	233p.
KEYWORDS	FOUNDATION ECONOMY CAPITALISM INDEPENDENT LIFE

70

AUTHOR	Gordon, Bob
TITLE	The leader's motivation
IMPRINT	England: Sovereign World, 1990
COLLATION	128p.
KEYWORDS	LIVING LEGACY MOTIVATION PEOPLE PEACE

71

AUTHOR	Hendricks, William Hendricks, Howard
TITLE	Building character in mentoring relationship as iron sharpens iron
IMPRINT	Chicago: Moody Press, 1995
COLLATION	272p.
KEYWORDS	BUILDING CHARACTER MENTORING PREACHER MENTOR

72

AUTHOR	Hagberg, Janet O.
TITLE	Real power: stages of personal power in organisations
IMPRINT	Sheffield: Wisconsin, 1994
COLLATION	266p.
KEYWORDS	POWER PURPOSE ASSOCIATION REFLECTION

73

AUTHOR	Marshall, Tom
TITLE	Understanding leadership
IMPRINT	England: Sovereign World, 1991
COLLATION	220p.
KEYWORDS	LEADERSHIP BIBLICAL STRESS MANAGEMENT MANAGEMENT VISION

74

AUTHOR	Gunderson, Denny
TITLE	The leadership paradox
IMPRINT	Seattle: YWAM, 1997
COLLATION	156p.
KEYWORDS	LEADERSHIP PARADOX STARDOM TRUST

75

AUTHOR	Halcomb, James et. al.
TITLE	Courageous leaders transforming their world
IMPRINT	Seattle: YWAM, 2000
COLLATION	262p.
KEYWORDS	COURAGEOUS LEADERS TRANSFORMATION VISION CHANGE

76

AUTHOR	Hayford, Jack
TITLE	The leading edge: keys to sharpen your effectiveness as a leader
IMPRINT	Florida: Charisma House, 2001
COLLATION	202p.

KEYWORDS	LEADER MINISTRY MARITAL FIDELITY GRACE
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77

AUTHOR	Hesselbein, Frances et al.
TITLE	The leader of the future
IMPRINT	San Francisco: Jossey- bass, 1996
COLLATION	319p.
KEYWORDS	LEADERSHIP CHALLENGES LEADER CULTURE WORK FORCE

78

AUTHOR	Haggai, John Edmund
TITLE	Lead on: leadership that endures in a changing world
IMPRINT	Kobrey Press, 1986
COLLATION	210p.
KEYWORDS	LEADERSHIP HUMILITY AUTHORITY INVESTMENT

79

AUTHOR	Heifetz, Ronald
TITLE	Leadership without easy answers
IMPRINT	Cambridge: The Belknap Press, 1994
COLLATION	348p.
KEYWORDS	LEADERSHIP AUTHORITY POWER PROVOCATION

80

AUTHOR	Maxwell, John C.
TITLE	The 21 irrefutable laws of leadership: follow them and people will follow you
IMPRINT	Nashville: Thomas Nelson, 1998
COLLATION	234p.
KEYWORDS	INFLUENCE CONNECTION

	EMPOWERMENT INTUITION
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81

AUTHOR	Maxwell, John C.
TITLE	The 21 indispensable qualities of a leader: becoming the person others will want to follow
IMPRINT	Nashville: Thomas Nelson, 1999
COLLATION	161p.
KEYWORDS	LEADERSHIP QUALITIES SERVANTHOOD PASSION SECURITY

82

AUTHOR	Hesselbein, Frances and Cohen, Paul
TITLE	Leader to leader
IMPRINT	San Francisco: Jossey- Bass, 1999
COLLATION	397p.
KEYWORDS	INNOVATION MENTOR TRANSFORMATION LEGACY

83

AUTHOR	Hesselbein, Frances and Cohen, Paul
TITLE	Leading beyond wall
IMPRINT	San Francisco: Jossey- Bass, 1999
COLLATION	297p.
KEYWORDS	LEADING CREATIVE COLLABORATION COMMUNITY CUSTOM WORK

84

AUTHOR	Hoyle, John R.
TITLE	Leadership and futuring: making visions happen
IMPRINT	California: Corwin Press, 1995
COLLATION	68p.
KEYWORDS	LEADERSHIP FUTURING MOTIVATION TRANSFORMATION

85

AUTHOR	Human, Piet
TITLE	YENZA: a blueprint for transformation
IMPRINT	Oxford: Oxford University Press, 1998
COLLATION	214p.
KEYWORDS	STRATEGY REVOLUTIONARY STATE TRANSFORMATION BUREAUCRAT

86

AUTHOR	Hollander, Edwin
TITLE	Leadership dynamics: a practical guide to effective leadership
IMPRINT	New York: The Free Press, 1978
COLLATION	212p.
KEYWORDS	ACCOUNTABILITY CONTINGENCY INNOVATION SOCIAL CHANGE

87

AUTHOR	Hesselbein, Frances et al.
TITLE	The organisation of the future
IMPRINT	San Francisco: Jossey-Bass, 1997
COLLATION	397p.
KEYWORDS	LEADER LEADERSHIP CHALLENGES CULTURE ORGANISATIONAL LIFE

88

AUTHOR	Koch, Richard
TITLE	Moses on leadership
IMPRINT	United Kinddom: Capstone, 1999
COLLATION	169p.
KEYWORDS	MOSES LEADERSHIP MOUNT SINAI BIBLE

89

AUTHOR	Kaagan, Stephen S.
TITLE	Leadership games: experiential learning for organisational development
IMPRINT	California: SAGE, 1999
COLLATION	187p.
KEYWORDS	LEADERSHIP GAMES ORGANISATIONAL DEVELOPMENT INNOVATION COLLABORATION

90

AUTHOR	Judge, William Q.
TITLE	The leader's shadow: exploring and developing executive character
IMPRINT	Thousand Oaks: SAGE, 1999
COLLATION	216p.
KEYWORDS	EXECUTIVE LEADERS CHARACTER POWER CHIEF EXECUTIVE OFFICERS

91

AUTHOR	Jaques, Elliott and Clement, Stephen D.
TITLE	Executive leadership: a practical guide to managing complexity
IMPRINT	Falls Church: Cason Hall & Co, 1991
COLLATION	317p.
KEYWORDS	LEADERSHIP AUTHORITY DEMYSTIFICATION MANAGER AUTHORITY

92

AUTHOR	Kouzes, James M. and Posner, Barry Z.
TITLE	The leadership challenges challenge planner: an action guide to achieving your personal best
IMPRINT	San Francisco: Jossey- Bass, 1999
COLLATION	91p.
KEYWORDS	PLANNER CHALLENGE SHARED VISION ENCOURAGING

93

AUTHOR	Kotter, John P.
TITLE	John P. Kotter on what leaders really do

IMPRINT	United States: President & Fellows of Harvard College, 1999
COLLATION	184p.
KEYWORDS	CHANGE DEPENDENCY MANAGEMENT TRANSFORMATION

94

AUTHOR	Kotter, John P.
TITLE	The leadership factor
IMPRINT	New York: The Free Press, 1988
COLLATION	161p.
KEYWORDS	BUSINESS ENVIRONMENT LEADERS MANAGEMENT POLITICS

95

AUTHOR	Koestenbaum, Peter
TITLE	Leadership: the inner side of greatness
IMPRINT	San Francisco: Jossey- Bass, 1991
COLLATION	369p.
KEYWORDS	LEADERSHIP CHALLENGES BUSINESS WISDOM LEADERSHIP FOUNDATION

96

AUTHOR	Jones, Ian et al.
TITLE	The role of business ethics in economic performance
IMPRINT	Great Britain: Macmillan, 1998
COLLATION	227p.
KEYWORDS	ETHICAL LEADERSHIP SYMPATHY ECONOMIC PERFORMANCE CORPORATE CULTURE

97

AUTHOR	Kouzes, James M. and Posner, Barry Z.
TITLE	The leadership challenge
IMPRINT	San Francisco: Jossey- Bass, 1995
COLLATION	405p.
KEYWORDS	COOPERATIVE GOALS SHARED VISION

	POWER ENCOURAGING
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98

AUTHOR	Life@Work
TITLE	The mentoring blueprint
IMPRINT	Tennessee: Word, 2000
COLLATION	65p.
KEYWORDS	MENTORING BLUEPRINT TRUST MENTOR

99

AUTHOR	Lewis, Phillip V.
TITLE	Transformational leadership: a new model for total church involvement
IMPRINT	Tennessee: Broadman and Holman, 1996
COLLATION	263p.
KEYWORDS	LEADERSHIP TRANSFORMATION CHURCH CHRISTIANITY

100

AUTHOR	Lewis, Robert
TITLE	Building teamwork in your marriage
IMPRINT	California: Gospel Light, 1993
COLLATION	170p.
KEYWORDS	TEAMWORK TEAMBUILDING HOMEBUILDERS MARRIAGE

102

AUTHOR	Kouzes, James M. and Posner, Barry Z.
TITLE	Encouraging the heart: a leader's guide to rewarding and recognising others
IMPRINT	San Francisco: Jossey- Bass, 1999
COLLATION	201p.
KEYWORDS	LEADERSHIP

	ENCOURAGING HEART RECOGNISE
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103

AUTHOR	Kouzes, James M. and Posner, Barry Z.
TITLE	Credibility: how leaders gain and loose it, why people demand it
IMPRINT	San Francisco: Jossey- Bass, 1993
COLLATION	332p.
KEYWORDS	LEADERSHIP CREDIBILITY DEVELOPING CAPACITY VISIBLE LEADER

104

AUTHOR	Van Maurik, John
TITLE	The portable leader: identifying the key transferable skills to help you lead in an ever-changing world
IMPRINT	London: McGraw- Hill, 1997
COLLATION	179p.
KEYWORDS	MODERN LEADERSHIP SALES MANAGER MANAGEMENT PORTABLE SKILLS

105

AUTHOR	Marquardt, Michael J. and Berger, Nancy O.
TITLE	Global leaders for the 21 st century
IMPRINT	New York: State University of New York Press, 2000
COLLATION	211p.
KEYWORDS	GLOBAL LEADER UNITED NATIONS PEACE PROSPERITY

106

AUTHOR	Manning, Marilyn and Haddock, Patricia
TITLE	Leadership skills for women: boost your career with new techniques and skills
IMPRINT	California: Crisp, 1998
COLLATION	72p.
KEYWORDS	LEADERSHIP SKILLS WOMEN CAREER

	POWER
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107

AUTHOR	Loeb, Marshall and Kindel, Stephen
TITLE	Leadership for dummies: lead and succeed in both business and life
IMPRINT	Foster City: IDG Books Worldwide, 1999
COLLATION	358p.
KEYWORDS	DUMMIES BUSINESS LIFE VISION

108

AUTHOR	Lawrence, William D. and Turpin, Jack A.
TITLE	Beyond the bottom line: where faith and business meet
IMPRINT	Chicago: Moody Press, 1994
COLLATION	189p.
KEYWORDS	FAITH ETHICS POWER PRICE

109

AUTHOR	Lipman- Blumen, Jean
TITLE	The connective edge: leading in an interdependent world
IMPRINT	San Francisco: Jossey- Bass, 1996
COLLATION	405p.
KEYWORDS	CHANGING DYNAMICS LEADERSHIP STYLES COLLABORATIVE CONNECTIVE LEADERSHIP

110

AUTHOR	Seals, Eugene and Parker, Matthew
TITLE	Called to lead: wisdom for the next generation of African American leaders
IMPRINT	Chicago: Moody Press, 1995
COLLATION	196p.
KEYWORDS	LEAD WISDOM GENERATION CHARACTER

111

AUTHOR	Pearce, Terry
TITLE	Leading out loud: the authentic speaker, the credible leader
IMPRINT	San Francisco: Jossey- Bass, 1995
COLLATION	174p.
KEYWORDS	CHANGE INFORMATION TRANSFORMING CONVENTIONS

112

AUTHOR	Cozzens, Michael and Martin Ted
TITLE	Principles of leadership: what we can learn from the life and ministry of Bill bright
IMPRINT	Orlando: NewLife, 2001
COLLATION	415p.
KEYWORDS	PERSONAL PRINCIPLES HOLY SPIRIT EVANGELIST FASTING

113

AUTHOR	Rima, Samuel D.
TITLE	Leading from the inside out: the art of self- leadership
IMPRINT	Michigan: Baker Books, 2000
COLLATION	255p.
KEYWORDS	SELF-LEADERSHIP MOTIVATION PERSONAL CONSTITUTION MANAGEMENT

114

AUTHOR	Maxwell, John C.
TITLE	The 21 most powerful minutes in a leader's day: revitalise your spirit and empower your leadership
IMPRINT	Nashville: Thomas Nelson, 2000
COLLATION	369p.
KEYWORDS	EMPOWER LEGACY GROWTH VICTORY

115

AUTHOR	Mol, Arnold
TITLE	The myths of management
IMPRINT	Pretoria: Kagiso
COLLATION	96p.
KEYWORDS	MOTIVATION CREATIVITY RESPONSIBILITY RECOGNITION

116

AUTHOR	Starratt, Robert J.
TITLE	The drama of leadership
IMPRINT	London: The Falmer Press, 1993
COLLATION	175p.
KEYWORDS	EXCURSION CHARISMA SOCIAL DRAMA EDUCATION

117

AUTHOR	Smith, Perry M.
TITLE	Taking charge making the right choices: how to run a large organisation successfully
IMPRINT	New York: Avery Publishing Group, 1993
COLLATION	261p.
KEYWORDS	LEADING PERSONALITY TEACHING HEALTH TESTING

118

AUTHOR	Tidball, Derek J.
TITLE	Builders and fools: leadership the bible way
IMPRINT	England: Inter-Varsity Press, 1999
COLLATION	159p.
KEYWORDS	BUILDERS FOOL SHEPHERD AMBASSADOR

119

AUTHOR	T'shaka, Oba
TITLE	The art of leadership
IMPRINT	California: Pan Afrikan Publications, 1990

COLLATION	418p.
KEYWORDS	LEADERSHIP QUALITIES CAPITALISM UNITY PROTEST

120

AUTHOR	Neff, Thomas J. and Citrin, James M.
TITLE	Lessons from the top: in search of the best business leaders
IMPRINT	London: Penguin Books, 2000
COLLATION	430p.
KEYWORDS	BUSINESS LEADERS AMERICA SUCCESS INDUSTRIES

121

AUTHOR	Tichy, Noel M. and Cohen, Eli
TITLE	The leadership engine: how winning companies build leaders at every level
IMPRINT	New York: HarperCollins, 1997
COLLATION	367p.
KEYWORDS	WINNING COMPANIES BUILD LEADERS LEADERSHIP ENGINE FUTURE

122

AUTHOR	Maxwell, John C.
TITLE	Developing the leaders around you: how to help others reach their full potential
IMPRINT	Nashville: Thomas Nelson, 1995
COLLATION	215p.
KEYWORDS	DREAM TEAM VALUE CHALLENGE POTENTIAL LEADER

123

AUTHOR	Schein, Edgar H.
TITLE	Organizational culture and leadership
IMPRINT	San Francisco: Jossey- Bass, 1992
COLLATION	418p.
KEYWORDS	ORGANISATIONAL CULTURE

	LEADERSHIP TRUTH CHANGE
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124

AUTHOR	Schon, Donald
TITLE	The reflective practitioner: how professionals think in action
IMPRINT	Great Britain: Avebury, 1991
COLLATION	374p.
KEYWORDS	REFLECTION RATIONALITY TOWN PLANNING MANAGEMENT

125

AUTHOR	Schuitema, E.
TITLE	Leadership
IMPRINT	Cape Town: Ampersand Press, 1998
COLLATION	160p.
KEYWORDS	TEACHER POWER ADVOCATE EMPOWERMENT

126

AUTHOR	Martin, Joan
TITLE	Is leadership male
IMPRINT	England: Nelson Word, 1996
COLLATION	284p.
KEYWORDS	AUTHORITY CHAUVINISM PATRIARCHY DECEPTION

127

AUTHOR	Yukl, Gary
TITLE	Leadership in organisations 4 th ed.
IMPRINT	New Jersey: Prentice Hall, 1998
COLLATION	564p.
KEYWORDS	EFFECTIVE LEADERSHIP MANAGERIAL WORK TRAITS DELEGATION

128

AUTHOR	Maxwell, John C.
TITLE	The winning attitude: your key to personal success
IMPRINT	Nashville: Thomas Nelson, 1993
COLLATION	224p.
KEYWORDS	WINNING ATTITUDE PERSONAL SUCCESS OPPORTUNITIES CHANGE

129

AUTHOR	Winebrenner, Jan and Frazier, Debra
TITLE	When a leader falls what happens to everyone else?
IMPRINT	Minnesota: Bethany House 1993
COLLATION	208p.
KEYWORDS	TRAGEDY CONFRONTATION REPENTANCE MARRIAGE

130

AUTHOR	Ottenberg, Simon
TITLE	Leadership and authority in an African society: the AFKPO village- group
IMPRINT	Seattle: University of Washington Press, 1971
COLLATION	336p.
KEYWORDS	LEADERSHIP SOCIETY AFRICA VILLAGE

131

AUTHOR	White, John
TITLE	Excellence in leadership: the pattern of Nehemiah
IMPRINT	England: Inter-Varsity Press, 1986
COLLATION	125p.
KEYWORDS	RENEWAL OPPOSITION PRAYER ENDURANCE

132

AUTHOR	O'Toole, James
TITLE	Leadership A-Z: a guide for the appropriately ambitious
IMPRINT	San Francisco: Jossey-Bass, 1999
COLLATION	336p.
KEYWORDS	MOTIVATION BROWNIAN MOTIVATION COMMITMENT CONVICTION

133

AUTHOR	Bennis, Warren and Biederman, Patricia Ward
TITLE	Organising genius: the secrets of creative collaboration
IMPRINT	London: Nicholas Brealey, 1997
COLLATION	239p.
KEYWORDS	GREAT MAN TROUPE DISNEY GENIUS HOPE

134

AUTHOR	Bennis, Warren and Mische, Michael
TITLE	The 21 st century organisation: reinventing through reengineering
IMPRINT	San Francisco: Jossey-Bass, 1995
COLLATION	215p.
KEYWORDS	ORGANISATION REENGINEERING INNOVATION COMMITMENT

135

AUTHOR	Adair, John
TITLE	Effective motivation: how to get extraordinary results from everyone
IMPRINT	London: Pan Books, 1996
COLLATION	144p.
KEYWORDS	MOTIVATION REWARDS RECOGNITION EXPECTANCY THEORY

136

AUTHOR	Maxwell, John C.
TITLE	Developing the leader within you
IMPRINT	Nashville: Thomas Nelson, 1993

COLLATION	207p.
KEYWORDS	INTEGRITY INFLUENCE ATTITUDE STAFF DEVELOPMENT

137

AUTHOR	Morris, Steve et al.
TITLE	How to lead a winning team: realise your full potential and develop your leadership skills
IMPRINT	London: Prentice Hall 2000
COLLATION	170p.
KEYWORDS	EMPOWERMENT LEADERSHIP SKILLS CHANGE ACTION PLAN

138

AUTHOR	Roberts, Wess
TITLE	Leadership skills of Attila the Hun
IMPRINT	New York: Warner, 1987
COLLATION	110p.
KEYWORDS	LEADERSHIP QUALITIES ROMAN COURT MORALE DISCIPLINE

139

AUTHOR	Pitcher, Patricia
TITLE	The drama of leadership: artists, craftsmen, and technocrats and the power struggle that shapes organisations and societies
IMPRINT	New York: John Wiley & Sons, 1997
COLLATION	268p.
KEYWORDS	Technocrat Organisational climate Temperament Vision

140

AUTHOR	Peters, Tom and Austin, Nancy
TITLE	A passion for excellence: the leadership difference
IMPRINT	London: HarperCollins, 1994

COLLATION	437p.
KEYWORDS	CUSTOMER INNOVATION VISION TRANSFORMATION

141

AUTHOR	Barna, George and Hatch, Mark
TITLE	Boiling point: it only takes one degree; monitoring cultural shifts in the 21 st century
IMPRINT	California: Regal Books, 2001
COLLATION	327p.
KEYWORDS	DEMOGRAPHICS EMPLOYMENT GLOBAL ECONOMY INTERNATIONAL POLITICS

142

AUTHOR	Pytches, David
TITLE	Leadership for new life
IMPRINT	London: Hodder & Stoughton, 1998
COLLATION	404p.
KEYWORDS	NEW LIFE APOSTOLIC LEADERSHIP INTEGRITY SACRAMENTS

143

AUTHOR	Oshry, Barry
TITLE	Leading systems: lessons from the power lab
IMPRINT	San Francisco: Berrett-Koehler, 1999
COLLATION	202p.
KEYWORDS	LEADING SYSTEMS SYSTEMIC IMBALANCE POWER POLITICS

144

AUTHOR	Wheatley, Margaret J.
TITLE	Leadership and the new science: discovering order in a chaotic world
IMPRINT	San Francisco: Berrett-Koehler, 1999
COLLATION	197p.
KEYWORDS	CREATIVE ENERGY

	SCIENTIFIC MANAGEMENT INFORMATION CHANGE
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145

AUTHOR	Wheatley, Margaret J.
TITLE	Leadership and the new science: learning about organisation from an orderly universe
IMPRINT	San Francisco: Berrett-Koehler, 1992
COLLATION	164p.
KEYWORDS	SCIENTIFIC MANAGEMENT UNIVERSE STABILITY ENERGY

146

AUTHOR	Vaughan, David J.
TITLE	The pillars of leadership
IMPRINT	Tennessee, Cumberland House, 2000
COLLATION	209p.
KEYWORDS	HUMILITY JUSTICE FAITH PROVIDENCE

147

AUTHOR	Wheatley, Margaret J.
TITLE	Leadership and the new science: discovering order in a chaotic world
IMPRINT	San Francisco: Berrett-Koehler, 1999
COLLATION	326p.
KEYWORDS	HUMAN ENTERPRISE EMOTIONAL INTELLIGENCE SUCCESSION EFFECTIVE LEADERSHIP

148

AUTHOR	Covey, Stephen R.
TITLE	Principle-centered leadership: give man fish and you will feed him for a day, teach him how to fish and you feed him for a lifetime
IMPRINT	New York: Simon & Schuster, 1991
COLLATION	334p.
KEYWORDS	PERSONAL EFFECTIVENESS MANAGERIAL DEVELOPMENT

	COMPASSING MARRIAGE
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149

AUTHOR	Collins, James C. and Porras Jerry I.
TITLE	Built to last: successful habits of visionary companies 3 rd ed.
IMPRINT	London: Random House, 2000
COLLATION	355p.
KEYWORDS	BUILT VISIONARY COMPANIES PROGRESS CLOCK BUILDING

150

AUTHOR	Finzel, Hans
TITLE	Empowered leaders: the ten principles of Christian leadership
IMPRINT	Nashville: Word, 1998
COLLATION	205p.
KEYWORDS	EMPOWER LEADER OPPOSITION MANAGING CHANGE

151

AUTHOR	Maxwell, John C.
TITLE	The 17 indisputable laws of teamwork: embrace them and empower your team
IMPRINT	Nashville: Thomas Nelson, 2001
COLLATION	265p.
KEYWORDS	MORALE DIVIDENDS IDENTITY COMMUNICATION

152

AUTHOR	Maxwell, John C.
TITLE	The 17 essential qualities of a team player: becoming the kind of person every team wants
IMPRINT	Nashville: Thomas Nelson, 2002
COLLATION	156p.
KEYWORDS	ADAPTABLE COLLABORATIVE

	COMPETENT COMMUNICATIVE
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153

AUTHOR	Blackaby, Henry and Brandt, Henry
TITLE	The power of the call
IMPRINT	Tennessee: Broadman and Holman, 1997
COLLATION	260p.
KEYWORDS	CALLING REDEMPTIVE PREACHING GOD SPIRITUAL LEADERSHIP

154

AUTHOR	Clinton, Robert J. and Clinton, Richard W.
TITLE	Unlocking your giftedness: what leaders need to know to develop themselves and others
IMPRINT	Altadena: Barnabas, 1998
COLLATION	325p.
KEYWORDS	LEADERSHIP STYLE PROPHECY EVANGELISM CHARISMATIC GIFT

155

AUTHOR	Clinton, Robert J.
TITLE	Focused lives: inspirational life changing lessons from eight effective Christian leaders who finished well
IMPRINT	Altadena: Barnabas, 1995
COLLATION	521p.
KEYWORDS	CHRISTIAN LEADERS MENTORING LIFE LESSONS

156

AUTHOR	Hendricks, William and Hendricks, Howard
TITLE	Living by the book
IMPRINT	Chicago: Moody Press, 1991
COLLATION	349p.
KEYWORDS	PRAYERFUL MEDITATIVE CULTURE SELECTIVE

157

AUTHOR	Turner, David
TITLE	Liberating leadership: a manager's guide to new leadership
IMPRINT	London: The Industrial Society, 1998
COLLATION	152p.
KEYWORDS	ORGANISATIONS MANAGERS LEADER LIBERATE

158

AUTHOR	Higginson, Richard
TITLE	Transforming leadership: a Christian approach to leadership
IMPRINT	London: SPCK, 1996
COLLATION	149p.
KEYWORDS	LEADERSHIP TRANSFORMATION MANAGEMENT CHRISTIAN APPROACH INTEGRITY

159

AUTHOR	Jeffries, Elizabeth
TITLE	The heart of leadership: how to inspire, encourage and motivate people to follow you
IMPRINT	Iowa: Kendall/ Hunt, 1993
COLLATION	222p.
KEYWORDS	INSPIRE ENCOURAGE MOTIVATE EMPOWERMENT

160

AUTHOR	Tichy, Noel M.
TITLE	The transformational leader: the key to global competitiveness
IMPRINT	New York: John Wiley & Sons, 1990
COLLATION	306p.
KEYWORDS	TRANSFORMATIONAL LEADER GLOBAL COMPETITIVENESS CREATIVE DESTRUCTION CHANGE

161

AUTHOR	Swindoll, Charles R.
TITLE	Hand me another brick: principles of effective leadership; how to motivate yourself and others
IMPRINT	Tennessee: Thomas Nelson, 1990
COLLATION	202p.
KEYWORDS	EFFECTIVE LEADERSHIP MOTIVATION DISCOURAGEMENT PROMOTION

162

AUTHOR	Swanepoel, Hennie and De Beer, Frik
TITLE	Community capacity building
IMPRINT	South Africa: Oxford University Press South Africa, 1998
COLLATION	121p.
KEYWORDS	CAPACITY BUILDING COMMUNITY LEADERS DEVELOPMENT POLITICAL ENVIRONMENT

163

AUTHOR	Clinton, Robert J.
TITLE	Leadership series: a short history of leadership theory
IMPRINT	Altadena: Barnabas, 1992
COLLATION	119p.
KEYWORDS	COMPLEXITY OF LEADERSHIP TRANSITION DEVELOPMENT PHASES CONTINGENCY MODELS

164

AUTHOR	Kotter, John P.
TITLE	Leading change
IMPRINT	United States: Harvard Business School Press, 1996
COLLATION	187p.
KEYWORDS	LEADERSHIP CHANGE VISION CULTURE

165

AUTHOR	Greenleaf, Robert K.
TITLE	The servant as a leader
IMPRINT	Indianapolis: Greenleaf Centre, 1991

COLLATION	37p.
KEYWORDS	SERVANT LEADERSHIP RELIGIOUS LEADER LEADERSHIP ETHICS LEADER

166

AUTHOR	Clinton, Robert J.
TITLE	Bridging strategies: leadership perspective for introducing change
IMPRINT	Altadena: Barnabas, 1992
COLLATION	
KEYWORDS	BRIDGING STRATEGIES RELATIONSHIPS ACQUISITIONS ACCEPTANCE

167

AUTHOR	Kotter, John P.
TITLE	A force for change: how leadership differs from management
IMPRINT	New York: The Free Press, 1990
COLLATION	180p.
KEYWORDS	LEADERSHIP MANAGEMENT INSPIRING CORPORATE CULTURE

168

AUTHOR	Thrall, Bill
TITLE	The ascent of a leader: how ordinary relationships develop extraordinary character and influence
IMPRINT	San Francisco: Jossey-Bass, 1999
COLLATION	205p.
KEYWORDS	EMPOWER TRUTH PRAYER SUCCESS

169

AUTHOR	Roe, Scott B.
TITLE	Beyond integrity: a Judeo-Christian approach to business ethics
IMPRINT	Michigan: Zondervan, 1996
COLLATION	656p.
KEYWORDS	INTEGRITY BUSINESS ETHICS

	GLOBAL ECONOMY BIBLICAL VALUES
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170

AUTHOR	Clinton, Richard W.
TITLE	Selecting developing emerging leaders
IMPRINT	Altadena: Barnabas, 1996
COLLATION	89p.
KEYWORDS	EMERGING LEADERS TRAINING MENTORING COMMITMENT

171

AUTHOR	Diehl, Daniel and Donnelly, Mark P.
TITLE	How did they manage? Leadership secrets of history
IMPRINT	London: Spiro Press, 2002
COLLATION	204p.
KEYWORDS	LEADERSHIP SECRETS HISTORY DICTATORS DESPOTS

172

AUTHOR	Hesselbein, Frances et al.
TITLE	The community of the future
IMPRINT	San Francisco: Jossey-Bass, 1998
COLLATION	285p.
KEYWORDS	COMMUNITY SOCIAL INVESTMENT WISDOM COMMUNICATION

173

AUTHOR	Barna, George
TITLE	Leaders on leadership: wisdom, advice and encouragement on the art of leading God's people
IMPRINT	California: Regal Books, 1997
COLLATION	318p.
KEYWORDS	WISDOM ADVICE ENCOURAGEMENT CHANGE AGENT

174

AUTHOR	Mararike, Claude G.
TITLE	Grassroots leadership: the process of rural development in Zimbabwe
IMPRINT	Zimbabwe: University of Zimbabwe Publications, 1995
COLLATION	104p.
KEYWORDS	RURAL DEVELOPMENT POLITICS GENDER GRASSROOTS LEADERSHIP

175

AUTHOR	Jennings, Ken and Starhl-Wert, John
TITLE	The serving leader: 5 powerful actions that will transform your team, your business and your community
IMPRINT	San Francisco: Berrett-Koehler, 2003
COLLATION	125p.
KEYWORDS	TRANSFORMATION TEAM COMMUNITY BUSINESS

176

AUTHOR	Adair, John
TITLE	The inspirational leader: how to motivate, encourage and achieve success
IMPRINT	London: Kogan Page, 2003
COLLATION	202p.
KEYWORDS	INSPIRATION SHARING DECISIONS CHANGE MANAGERS

177

AUTHOR	Maxwell, John C.
TITLE	Your road map to success: you can get there from here
IMPRINT	Nashville: Thomas Nelson, 2002
COLLATION	230p.
KEYWORDS	SUCCESS MAXIMUM POTENTIAL PURPOSE PLANNING

178

AUTHOR	Despain, James and Coverse, Jane Bodman
TITLE	And dignity for all: unlocking greatness with value-based leadership
IMPRINT	New Jersey: Financial Times Prentice Hall, 2003
COLLATION	198p.
KEYWORDS	DIGNITY BUSINESS CORPORATE CULTURE SUCCESS

179

AUTHOR	Heenan, David A. and Bennis Warren
TITLE	Co-leaders: the power of great partnership
IMPRINT	New York: John Wiley & Sons, 1999
COLLATION	312p.
KEYWORDS	POWER PARTNERSHIPS LEADERSHIP PERSONAL SUCCESS

180

AUTHOR	Goleman, Daniel et al.
TITLE	The new leaders: transforming the art of leadership into the science of results
IMPRINT	London: Time Warner Paperbacks, 2003
COLLATION	394p.
KEYWORDS	CHANGE DISSONANT STYLES PRIMAL LEADERSHIP EMOTIONAL INTELLIGENCE

181

AUTHOR	Blanchard, Ken and Muchnick, Mark
TITLE	The leadership pill
IMPRINT	New York: Free Press, 2003
COLLATION	115p.
KEYWORDS	MOTIVATION INTEGRITY AFFIRMATION PRESS CONFERENCE

182

AUTHOR	Hocking, David
TITLE	The seven laws of Christian leadership: how to inspire people to follow when you are called to lead
IMPRINT	California: Regal Books, 1991
COLLATION	332p.
KEYWORDS	COMMUNICATION AUTHORITY STRATEGY LOVE

183

AUTHOR	Clinton, Robert J.
TITLE	The making of a leader: recognizing the lessons and stages of leadership development
IMPRINT	Colorado Springs: NavPress, 1988
COLLATION	272p.
KEYWORDS	LEADER LEADERSHIP DEVELOPMENT MINISTRY LEADERSHIP CHALLENGE

184

AUTHOR	Clinton, Robert J.
TITLE	Interpreting the scriptures: word studies Bibles series
IMPRINT	Altadena: Barnabas, 1993
COLLATION	106p.
KEYWORDS	SCRIPTURES INTERPRETATION ETYMOLOGY CONCORDANCE

185

AUTHOR	Bjoraker, Bill
TITLE	Samuel, Prophet & Judge; last of judges & first of the prophets: a model leader fro transitional time
IMPRINT	Altadena: Barnabas, 1993
COLLATION	144p.
KEYWORDS	SAMUEL JUDGE PROPHET MINISTRY

186

AUTHOR	Clinton, Robert J.
TITLE	Having a ministry that lasts: becoming a Bible centred leader
IMPRINT	Altadena: Barnabas, 1997
COLLATION	260p.
KEYWORDS	LEADER MINISTRY BIBLE CENTRED POWER

187

AUTHOR	Stanley, Paul D. and Clinton, Robert J.
TITLE	Connecting: the mentoring relationships you need to succeed in life
IMPRINT	Colorado: NavPress, 1002
COLLATION	252p.
KEYWORDS	CONNECTING MENTORING RELATIONSHIP WISDOM SPIRITUAL CHECK-UP

189

AUTHOR	Clinton, Robert J.
TITLE	The Bible and leadership values: a book by book analysis
IMPRINT	Altadena: Barnabas, 1993
COLLATION	326p.
KEYWORDS	VALUES NEW TESTAMENT OLD TESTAMENT BIBLE

190

AUTHOR	Clinton, Robert J.
TITLE	Leadership emergence theory: a self-study manual for analysing the development of a Christian leader
IMPRINT	Altadena: Barnabas, 1989
COLLATION	456p.
KEYWORDS	EMERGENCE THEORY CHRISTIAN LEADER DEVELOPMENT MINISTRY PROCESSING

191

AUTHOR	Clinton, Bobby
TITLE	Fellowship with God
IMPRINT	Altadena: Barnabas Resources, 1990
COLLATION	118p.
KEYWORDS	FELLOWSHIP GOD HOLY SPIRIT QUIET TIME

192

AUTHOR	Clinton, Robert J.
TITLE	Leadership series: reading of the run; continuum reading concepts
IMPRINT	Altadena: Barnabas, 1999
COLLATION	68p.
KEYWORDS	LEADERSHIP CONTINUUM EVALUATION READING CONCEPTS

193

AUTHOR	Clinton, Robert J.
TITLE	A vanishing breed: thoughts about a biblical centered leader & a life long bible mastery paradigm
IMPRINT	Altadena: Barnabas, 1996
COLLATION	25p.
KEYWORDS	BREED BIBLE LEADER INSIGHT

194

AUTHOR	Adair, John
TITLE	Effective teambuilding: how to make a winning team
IMPRINT	London: Pan Books, 1987
COLLATION	212p.
KEYWORDS	TEAMBUILDING MOTIVATING TEAM MAINTENANCE PLANNING

195

AUTHOR	Wycoff, Joyce
TITLE	Transformation thinking
IMPRINT	New York: Berkley Books, 1995
COLLATION	249p.
KEYWORDS	TRANSFORMATION COMMUNICATE JOURNEY TRANSFORMATIONAL THINKING

196

AUTHOR	Turner, William B. and Chappel, Delane
TITLE	The learning of love: a journey toward servant leadership
IMPRINT	Georgia: Smith & Helwys, 2000
COLLATION	174p.
KEYWORDS	FIRM FOUNDATION LOVE SERVANT LEGACY

197

AUTHOR	Eims, LeRoy
TITLE	Be leader you were meant to be
IMPRINT	Colorado Springs: Chariot Victor Publishing, 1996
COLLATION	177p.
KEYWORDS	CHRISTIAN LEADERSHIP BIBLICAL TEACHING RELIGIOUS ASPECTS SURVIVING DANGERS

198

AUTHOR	Lencioni, Patrick
TITLE	The five temptations of a CEO: a leadership fable
IMPRINT	San Francisco: Jossey-Bass, 1998
COLLATION	134p.
KEYWORDS	LEADERSHIP FABLE TEMPTATION STRATEGIC ERRORS COMPETITIVE THREATS

199

AUTHOR	DuBrin, Andrew J.
TITLE	The complete idiot's guide to leadership
IMPRINT	Indianapolis: Alpha Books, 2000
COLLATION	362p.
KEYWORDS	GUIDE BUILDING CONFIDENCE CHARISMA CREDIBILITY

200

AUTHOR	Maxwell, John C.
TITLE	Teamwork makes the dream work: together we can do the impossible
IMPRINT	Nashville: J Countryman, 2002
COLLATION	125p.
KEYWORDS	TEAMWORK WORKING TOGETHER SACRIFICE DREAM

201

AUTHOR	Stanko, John W.
TITLE	Strictly business: soft skills to help you succeed in the hard world of business
IMPRINT	Mobile: Evergreen Press, 2002
COLLATION	117p.
KEYWORDS	STRATEGIC PLANNING SERVANT LEADERSHIP VISION BUSINESS

202

AUTHOR	Maxwell, John C.
TITLE	There's no such thing as business ethics: there's only one rule for making decisions
IMPRINT	USA: Warner Books, 2003
COLLATION	142p.
KEYWORDS	BUSINESS ETHICS DECISION MAKING LIFE GOLDEN RULE

203

AUTHOR	Maxwell, John C.
TITLE	Becoming a person of influence: how to positively impact the lives of others
IMPRINT	Nashville: Thomas Nelson, 1997
COLLATION	214p.
KEYWORDS	PERSON OF INFLUENCE LIVES POSITIVE IMPACT EMPOWERMENT

204

AUTHOR	Goleman, Daniel et al.
TITLE	Primal leadership: realising the power of emotional intelligence
IMPRINT	Boston: Harvard Business School Press, 2003
COLLATION	306p.
KEYWORDS	IDEAL VISION PRIMAL LEADERSHIP DISSONANT STYLES EMOTIONAL INTELLIGENCE

205

AUTHOR	Caroselli, Marlene
TITLE	Leadership skills for managers
IMPRINT	New York: McGraw-Hill 2000
COLLATION	169p.
KEYWORDS	LEADERSHIP SKILLS WORKING RELATIONS PROJECT MANAGEMENT LEADERSHIP TECHNIQUES

206

AUTHOR	Graves, Stephen R. and Addington, Thomas G.
TITLE	The fourth frontier: exploring the new world of work
IMPRINT	Nashville: Word, 2000
COLLATION	207p.
KEYWORDS	FRAGMENTED LIFE INFLUENCE DEVOTION INTEGRITY

207

AUTHOR	Graves, Stephen R. and Addington, Thomas G.
TITLE	Life@Work on leadership: enduring insights for men and women of faith
IMPRINT	San Francisco: Jossey-Bass, 2002
COLLATION	273p.
KEYWORDS	SERVANT LEADERSHIP CHARISMA FAITH AMBITION

208

AUTHOR	Maxwell, John C.
TITLE	Three books in one volume: the winning attitude, Developing the leaders around you & Becoming a person of influence
IMPRINT	Nashville: Thomas Nelson, 1993, 1995, 1997
COLLATION	224p. 215p. 214p.
KEYWORDS	PERSONAL SUCCESS POTENTIAL LEADERS DEVELOPING LEADERS FAITH

209

AUTHOR	Maxwell, John C.
TITLE	The 21 irrefutable laws of leadership: Workbook
IMPRINT	Nashville: Thomas Nelson, 2002
COLLATION	234p.
KEYWORDS	INFLUENCE LEGACY EMPOWERMENT INTUITION

210

AUTHOR	Maxwell, John C.
TITLE	The 17 indisputable laws of teamwork; workbook: embrace them and empower your team
IMPRINT	Nashville: Thomas Nelson, 2003
COLLATION	265p.
KEYWORDS	MORALE DIVIDENDS IDENTITY COMMUNICATION

211

AUTHOR	Lencioni, Patrick
TITLE	The five dysfunctions of a team: a leadership fable
IMPRINT	San Francisco: Jossey-Bass, 2002
COLLATION	229p.
KEYWORDS	LEADERSHIP FABLE DYSFUNCTIONS TEAMWORK UNDERACHIEVEMENT

212

AUTHOR	Lencioni, Patrick
TITLE	The four obsessions of an extraordinary executive: a leadership fable
IMPRINT	San Francisco: Jossey-Bass, 2000
COLLATION	183p.
KEYWORDS	OBSESSIONS CONFRONTATION LEADERSHIP FABLE DESPERATE EPIPHANY

213

AUTHOR	Maxwell, John C.
TITLE	Equipping 101: what every leader needs to know
IMPRINT	Nashville: Thomas Nelson, 2003
COLLATION	102p.
KEYWORDS	EQUIPPING LEADER INSPIRATION SUCCESS

214

AUTHOR	Chaleff, Ira
TITLE	The courageous follower: standing up to & for our leaders
IMPRINT	San Francisco: Berrett-Koehler, 2003
COLLATION	240p.
KEYWORDS	COURAGEOUS LEADERSHIP CRISIS FOLLOWER LOYALTY

215 magt

AUTHOR	Morton, Scott
TITLE	Funding your ministry whether you are gifted or not: an in depth, biblical guide for successfully raising personal support
IMPRINT	Colorado Spring: Dawsonmedia, 1999
COLLATION	219p.
KEYWORDS	FUNDING FUNDRAISING MONEY PERSONAL SUPPORT

216

AUTHOR	Kaplan, Robert S.
TITLE	The balanced scorecard: translating strategy into action
IMPRINT	Boston: Harvard Business School Press, 1996
COLLATION	322p.
KEYWORDS	BALANCED SCORECARD STRATEGY ACTION MANAGEMENT

217

AUTHOR	Maranz: Davis
TITLE	African friends and money
IMPRINT	Dallas: SIL International, 2001
COLLATION	224p.
KEYWORDS	SOLIDARITY BUSINESS BUDGETING SOCIETY

218

AUTHOR	Richardson, John E.
TITLE	Annual editions: business ethics 02/03
IMPRINT	Guilford: McGraw-Hill, 2002
COLLATION	223p.
KEYWORDS	SOCIAL RESPONSIBILITY MANAGERS VALUES DECISION

219

AUTHOR	Hubbard, Glenn R. and Brandl, Michael
TITLE	Money, the financial system and the economy
IMPRINT	Boston: Addison Wesley, 2002
COLLATION	67p.
KEYWORDS	MONEY ECONOMY FINANCIAL SYSTEM INFLATION

220

AUTHOR	Mehr, Joseph J.
TITLE	Human services: concepts and intervention strategies
IMPRINT	Boston: Allyn and Bacon, 2001
COLLATION	338p.
KEYWORDS	HUMAN SERVICES COMMUNITY POPULATION PERSONAL RELATIONSHIP

221

AUTHOR	Perreault, William D. and McCarthy, Jerome E.
TITLE	Applications in basic marketing: clippings from the popular business press
IMPRINT	Boston: McGraw-Hill, 1999
COLLATION	176p.
KEYWORDS	BASIC MARKETING BUSINESS GLOBAL ECONOMY ETHICAL MARKETING

222

AUTHOR	Daft, Richard L.
TITLE	Understanding management
IMPRINT	Fort Worth: Harcourt College Publishers, 2001
COLLATION	606p.
KEYWORDS	MANAGEMENT PLANNING DECISION MAKING MOTIVATION

223

AUTHOR	Hill, Charles W.L.
TITLE	International business: competing in the global market place
IMPRINT	Boston: McGraw-Hill, 2000
COLLATION	692p.
KEYWORDS	INTERNATIONAL BUSINESS GLOBAL TRADE VISION MANAGEMENT

224

AUTHOR	Bennis, Warren and Biederman, Patricia Ward
TITLE	Organising genius: the secrets to creative collaboration
IMPRINT	London: Nicholas Brealey, 1997
COLLATION	239p.
KEYWORDS	GREAT MAN ORGANISING LEADERSHIP GENIUS

225

AUTHOR	Bennis, Warren and Mische, Michael
TITLE	The 21 st century organisation: reinventing through reengineering
IMPRINT	San Francisco: Jossey-Bass, 1995
COLLATION	215p.
KEYWORDS	CHANGE SUCCESS INNOVATION COMMITMENT

226

AUTHOR	Adair, John
TITLE	Effective motivation: how to get extraordinary results from everyone
IMPRINT	London: Pan Books, 1996
COLLATION	244p.
KEYWORDS	MOTIVATION REWARDS RECOGNITION EXPECTANCY THEORY

227

AUTHOR	Adei, Stephen
TITLE	12 Keys to financial success: a guide to financial independence
IMPRINT	Ghana: Institute of Family and Marriage Enrichment, 2001
COLLATION	181p.
KEYWORDS	WINNING ATTITUDE POWER FINANCE BUDGET PLAN

228

AUTHOR	Barner, George and Match Mike
TITLE	Boiling point: it only takes one degree; monitoring cultural shifts in the 21 st century
IMPRINT	California: Regal Books, 2001
COLLATION	327p.
KEYWORDS	DEMOGRAPHICS TECHNOLOGY GLOBAL ECONOMY INTERNATIONAL POLITICS

229

AUTHOR	Beaty, Jack
TITLE	The world according to Drucker: the life and work of the world's greatest management thinker
IMPRINT	London: Orin, 1998
COLLATION	204p.
KEYWORDS	LIFE WORK MANAGEMENT CONSULTANT

230

AUTHOR	Bellman, Geoffrey M.
TITLE	The beauty of the beast: breathing new life into organisations
IMPRINT	San Francisco: Berrett-Koehler, 1999
COLLATION	197p.
KEYWORDS	LEADERSHIP SCIENTIFIC MANAGEMENT INFORMATION STABILITY

231

AUTHOR	Blanchard, Kenneth and Peale, Norman Vincent
TITLE	The power of ethical management
IMPRINT	New York: Fawcett Crest, 1988
COLLATION	141p.
KEYWORDS	POWER ETHICAL MANAGEMENT PERSPECTIVE ETHICS

232

AUTHOR	Charlton, Guy
TITLE	Human habits of highly effective organisations
IMPRINT	Pretoria: Van Schaik, 2000
COLLATION	208p.
KEYWORDS	HABITS HUMAN RESOURCES FINANCIAL LEADERSHIP EFFECTIVE ORGANISATIONS

233

AUTHOR	Clegg, Brian
TITLE	Creativity and innovation for managers
IMPRINT	Oxford: Butterworth-Heinemann, 1999
COLLATION	113p.
KEYWORDS	CREATIVITY INNOVATION MANAGERS INNOVATION POWERHOUSE

234

AUTHOR	Blanchard, Kenneth and Johnson, Spencer
TITLE	The one minute manager
IMPRINT	New York: Berkley Books, 1982
COLLATION	111p.
KEYWORDS	MANAGER SECRET REPRIMAND WORK

235

AUTHOR	Buckingham, Marcus and Coffman, Curt
TITLE	First break all the rules: what the world's greatest managers do differently
IMPRINT	United Kingdom: Simon and Schuster, 1999
COLLATION	271p.
KEYWORDS	RULE PERFORMANCE MANAGEMENT WISDOM TALENT

236

AUTHOR	Burke, Warner W.
TITLE	Organisational development: a process of learning and changing
IMPRINT	Massachusetts: Addison-Wesley, 1994
COLLATION	214p.
KEYWORDS	ORGANISATION DEVELOPMENT LEARNING CAREER DYNAMICS

237

AUTHOR	Caroselli, Marlene
TITLE	The manager's pocket guide to influence with integrity: power, principles and persuasion
IMPRINT	Massachusetts: HRD Press, 2000
COLLATION	185p.
KEYWORDS	INFLUENCE INTEGRITY PERSUASION TRUST

238

AUTHOR	Cole, Babajide Victor
TITLE	Training of the ministry: a macro-curricular approach
IMPRINT	India: Theological Book Trust, 2001
COLLATION	374p.
KEYWORDS	MINISTRY CURRICULUM PROGRAMME EVALUATION TRAINING

239

AUTHOR	Blanchard, Kenneth et al.
TITLE	The one minute manager meets the monkey
IMPRINT	New York: William Morrow: 1989
COLLATION	137p.
KEYWORDS	MANAGER DELEGATION MONKEY MANAGER TIME

240

AUTHOR	Block, Peter
TITLE	The empowered manager: positive political skills at work
IMPRINT	San Francisco: Jossey-Bass, 1987
COLLATION	214p.
KEYWORDS	MANAGER EMPOWER SELF-ESTEEM VISION

241

AUTHOR	Blanchard, Ken et al.
TITLE	The 3 keys to empowerment: release the power within the people for astonishing results
IMPRINT	San Francisco: Berrett-Koehler, 1999
COLLATION	286p.
KEYWORDS	CHANGE POWER EMPOWERMENT RESULTS

242

AUTHOR	Crisp Publications
TITLE	Twelve steps to self-improvement: a crisp assessment profile; preparing to win in tough times
IMPRINT	California: Crisp, 1991
COLLATION	107p.
KEYWORDS	SELF-IMPROVEMENT ASSERTIVENESS COMMUNICATION CREATIVITY

243

AUTHOR	Crosby, Philip B.
TITLE	Quality is free: the art of making quality certain
IMPRINT	New York: New American Library, 1979
COLLATION	270p.
KEYWORDS	QUALITY MANAGE IMPROVEMENT MANAGEMENT STYLE

244

AUTHOR	Driscoll, Margaret
TITLE	Web-based training: using technology to design adult learning experiences
IMPRINT	San Francisco: Jossey-Bass, 1998
COLLATION	278p.
KEYWORDS	INSTRUCTION WEB TRAINING BLUEPRINT

245

AUTHOR	Drucker, Peter F.
TITLE	Management challenges for the 21 st century
IMPRINT	Oxford: Butterworth-Heinemann, 1999
COLLATION	205p.
KEYWORDS	NEW PARADIGM INFORMATION CHALLENGES MANAGING ONESELF PRODUCTIVITY

246

AUTHOR	Drucker, Peter F.
TITLE	The new realities
IMPRINT	New York: Harper-Collins, 1989
COLLATION	276p.
KEYWORDS	POLITICAL REALITIES SOCIETY ECONOMIC DEVELOPMENT GOVERNMENT

247

AUTHOR	Drucker, Peter F.
TITLE	The effective executive

IMPRINT	New York: HarperCollins, 1967
COLLATION	178p.
KEYWORDS	EFFECTIVE EXECUTIVE STRENGTH DECISION MAKING

248

AUTHOR	Covey, Stephen R.
TITLE	The 7 habits of highly effective people: powerful lessons in personal change
IMPRINT	London: Pocket, 1999
COLLATION	358p.
KEYWORDS	VICTORY RENEWAL PROACTIVE INTERDEPENDENCE

249

AUTHOR	Collis, Roger
TITLE	The survivor's business travel
IMPRINT	London: Kogan Page, 2000
COLLATION	301p.
KEYWORDS	BUSINESS TRAVEL LIFESTYLES TOURIST DESTINATION

250

AUTHOR	Drucker, Peter F.
TITLE	Managing the non-profit making organization
IMPRINT	Oxford: Butterworth-Heinemann, 1990
COLLATION	178p.
KEYWORDS	NON-PROFIT ORGANISATION PERFORMANCE INNOVATION DEVELOPMENT

251

AUTHOR	Goleman, Daniel
TITLE	Working with emotional intelligence
IMPRINT	London: Bloomsbury, 1999
COLLATION	383p.
KEYWORDS	WORKING

	EMOTIONAL INTELLIGENCE SELF-MASTERY PEOPLE SKILLS
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252

AUTHOR	Gladwell, Malcom
TITLE	The tipping point: how little things can make a big difference
IMPRINT	Boston: Little, Brown and Company, 2000
COLLATION	279p.
KEYWORDS	EPIDEMICS CONNECTORS EDUCATIONAL POWER

253

AUTHOR	Gates, Bill
TITLE	Business @ the speed of thought: succeeding in the digital economy
IMPRINT	London: Penguin Books, 1999
COLLATION	527p.
KEYWORDS	INFORMATION INTERNET DEVELOP ENTERPRISE

254

AUTHOR	Forsyth, Patrick
TITLE	How to motivate people: learn the key skills, get the best results, develop, appraise, empower
IMPRINT	London: Kogan, 2000
COLLATION	140p.
KEYWORDS	MOTIVATION PEOPLE HUMAN RESOURCES DEVELOP

255

AUTHOR	Foster, George M.
TITLE	Traditional societies and technological change
IMPRINT	New York: Harper & Row, 1973
COLLATION	286p.
KEYWORDS	TRADITIONAL SOCIETIES THEOLOGICAL CHANGE CULTURAL

	RURAL COMMUNITY
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256

AUTHOR	Foster, Jack
TITLE	How to get ideas
IMPRINT	San Francisco: Berrett-Koehler, 1996
COLLATION	208p.
KEYWORDS	COURAGE INFORMATION PROBLEM THINKING

257

AUTHOR	Graham, H.T. and Bennett, Roger
TITLE	Human resources management
IMPRINT	London: Pitman, 1998
COLLATION	435p.
KEYWORDS	HUMAN RESOURCES MANAGEMENT PROMOTION INTERVIEW

258

AUTHOR	Covey, Stephen R.
TITLE	First things first
IMPRINT	New York: Simon & Schuster, 1994
COLLATION	373p.
KEYWORDS	BALANCE PASSION EMPOWERMENT LIVING

259

AUTHOR	Covey, Stephen R.
TITLE	Living the seven habits: the courage to change
IMPRINT	New York: Simon & Schuster, 1999
COLLATION	312p.
KEYWORDS	HABITS CHANGE BALANCE MERGING MISSIONS

260

AUTHOR	Egan, Gerard
TITLE	The skilled helper: a problem-management approach to helping
IMPRINT	Pacific Grove: Brooks/Cole
COLLATION	377p.
KEYWORDS	MANAGEMENT PROCESS WISDOM EMPATHY BASIC COMMUNICATION

261

AUTHOR	Cox, Taylor and Beale, Ruby L.
TITLE	Developing competency to manage diversity: reading, cases & activities
IMPRINT	San Francisco: Berrett-Koehler, 1997
COLLATION	360p.
KEYWORDS	DEVELOPING COMPETENCY DIVERSITY DISCRIMINATION ORGANISATIONAL CULTURE

262

AUTHOR	Cox, Taylor
TITLE	Cultural diversity in organisations: theory, research and practice
IMPRINT	San Francisco: Berrett-Koehler, 1993
COLLATION	314p.
KEYWORDS	CULTURAL DIVERSITY PREJUDICE BUSINESS STRATEGY CULTURE

263

AUTHOR	Handy, Charles
TITLE	Gods of management: the changing work of organisations
IMPRINT	London: Arrow Books, 1995
COLLATION	268p.
KEYWORDS	CHANGE CULTURAL PROPRIETY MANAGEMENT WORK

264

AUTHOR	Handy, Charles
TITLE	The age of unreason
IMPRINT	Boston: Harvard Business School Press, 1990

COLLATION	278p.
KEYWORDS	CHANGING EDUCATION SOCIETY ORGANISATION

265

AUTHOR	Harvard Business School
TITLE	Harvard Business review on managing uncertainty
IMPRINT	Boston: Harvard Business School, 1999
COLLATION	281p.
KEYWORDS	UNCERTAINTY MANAGER DECISION TIME

266

AUTHOR	Harvard Business School
TITLE	Harvard Business review on breakthrough thinking
IMPRINT	Boston: Harvard Business School, 1999
COLLATION	239p.
KEYWORDS	BREAKTHROUGH THINKING PLANNING TECHNOLOGIES DISCIPLINE

267

AUTHOR	Harvard Business School
TITLE	Harvard Business review on work and life balance
IMPRINT	Boston: Harvard Business School, 2000
COLLATION	232p.
KEYWORDS	WORK MANAGEMENT WOMEN CAREER LIFE

268

AUTHOR	Harvard Business School
TITLE	Harvard Business review on negotiation and conflict resolution
IMPRINT	Boston: Harvard Business School, 2000
COLLATION	228p.
KEYWORDS	NEGOTIATION CONFLICT RESOLUTION CORPORATE CAPABILITY DISPUTE

269

AUTHOR	Harvard Business School
TITLE	Harvard Business review on change
IMPRINT	Boston: Harvard Business School, 1998
COLLATION	228p.
KEYWORDS	CHANGE MANAGING CHANGE VISION LEADING CHANGE

270

AUTHOR	Harvard Business School
TITLE	Harvard Business review on managing people
IMPRINT	Boston: Harvard Business School, 1999
COLLATION	269p.
KEYWORDS	PEOPLE PYGMALION EMPOWERMENT PERSUASION

271

AUTHOR	Handy, Charles
TITLE	Understanding voluntary organisations: how to make them function effectively
IMPRINT	England: Penguin Books, 1988
COLLATION	180p.
KEYWORDS	VOLUNTARY ORGANISATIONS CHANGE POWER INFLUENCE

272

AUTHOR	Handy, Charles
TITLE	Understanding organisations
IMPRINT	England: Penguin Books, 1999
COLLATION	445p.
KEYWORDS	INFLUENCE POLITICS DEVELOPMENT MOTIVATION

273

AUTHOR	Handy, Charles
TITLE	Inside organisations: twenty-one ideas for managers

IMPRINT	England: Penguin Books, 1999
COLLATION	224p.
KEYWORDS	CHANGE POWER POLITICS SECRET CONTRACT CHANGE

274

AUTHOR	Handy, Charles
TITLE	Beyond certainty: we must not let our past, however glorious, get in the way of our future
IMPRINT	London: Arrow Books, 1996
COLLATION	214p.
KEYWORDS	CERTAINTY CHANGE FLEXING MANAGER

275

AUTHOR	Handy, Charles
TITLE	The empty raincoat: making sense of the future
IMPRINT	London: Arrow Books, 1994
COLLATION	280p.
KEYWORDS	SCORECARD PREACHING MANAGING PARADOX INVESTMENT

276

AUTHOR	Peters, Tom
TITLE	Thriving on chaos: handbook for management revolution
IMPRINT	London: Pan Books, 1989
COLLATION	561p.
KEYWORDS	CHANGE CHAOS INNOVATION CUSTOMER RESPONSIVENESS

277

AUTHOR	Peale, Norman Vincent
TITLE	The power of ethical management: you do not have to cheat to win
IMPRINT	London: Vermillion, 1988
COLLATION	136p.
KEYWORDS	POWER ETHICAL POWER

	PATIENCE PRIDE
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278

AUTHOR	Life@Work
TITLE	Ethical anchors
IMPRINT	Tennessee: Word, 2000
COLLATION	66p.
KEYWORDS	ETHICAL ANCHORS JESUS CHRIST FAITH COMMAND

279

AUTHOR	Perrow, Charles
TITLE	Complex organisations: a critical essay
IMPRINT	New York: McGraw-Hill, 1972
COLLATION	307p.
KEYWORDS	INDUSTRY BUREAUCRACY DECISION MAKING HUMAN RELATIONS

280

AUTHOR	Maxwell, John C.
TITLE	Failing forward: turning mistakes into stepping stones for success
IMPRINT	Nashville: Thomas Nelson, 2000
COLLATION	209p.
KEYWORDS	STEPPING STONES NEGATIVE EXPERIENCES SUCCESS MISTAKES

281

AUTHOR	McGinnis, Alan Roy
TITLE	The balanced life: achieving success in work and love
IMPRINT	Minneapolis: Augsburg Fortress, 1997
COLLATION	195p.
KEYWORDS	CHANGE ENERGY DISCIPLINE MOTIVATION

282

AUTHOR	Nadler, David A.
TITLE	Champions of change: how CEOs and their companies are mastering the skills of radical change
IMPRINT	San Francisco: Jossey-Bass, 1998
COLLATION	325p.
KEYWORDS	ENTERPRISE CHANGE IMPERATIVE CHAMPIONS MANAGEMENT

283

AUTHOR	McIntosh, Malcom
TITLE	Visions of ethical business
IMPRINT	Prentice Hall
COLLATION	57p.
KEYWORDS	VISION TRANSPARENCY UNITED NATIONS POVERTY

284

AUTHOR	Patching, Keith
TITLE	Management and organisation development beyond arrow, boxes and circles
IMPRINT	Hampshire: Macmillan, 1999
COLLATION	396p.
KEYWORDS	MANAGEMENT ORGANISATIONAL DEVELOPMENT RATIONALITY MANAGER

285

AUTHOR	Peters, Tom and Waterman, Robert H.
TITLE	In search of excellence: lessons from America's best run companies
IMPRINT	London: HarperCollins, 1995
COLLATION	360p.
KEYWORDS	SEARCH MANAGING AMBIGUITY PRODUCTIVITY AUTONOMY

286

AUTHOR	Mabey, Christopher and Salaman, Graeme
TITLE	Strategic human resources management
IMPRINT	Oxford: Blackwell, 1995
COLLATION	502p.
KEYWORDS	HUMAN RESOURCES MANAGING CHANGE DEVELOPMENT STRATEGIES INDUSTRIAL RELATIONS

287

AUTHOR	Hamburg, Morris
TITLE	Statistical analysis for decision making
IMPRINT	New York: Harcourt Brace Jovanovich, 1997
COLLATION	801p.
KEYWORDS	Statistical analysis Decision making hy

288

AUTHOR	Hargrove, Robert
TITLE	Masterful coaching field-book: grow your business, multiply your profits, win talent war
IMPRINT	San Francisco: Jossey-Bass/Pfeiffer, 2000
COLLATION	347p.
KEYWORDS	MASTERFUL COACHING FIELD-BOOK BUSINESS PROFIT

289

AUTHOR	Mott, Stephen and Sider, Ronald J.
TITLE	Economic justice: a Biblical paradigm, no.26
IMPRINT	Wynnewood: Crossroads, 1999
COLLATION	51p.
KEYWORDS	ECONOMIC JUSTICE BIBLICAL PARADIGM WEALTH STEWARDSHIP

290

AUTHOR	Mitchell, Terence and Larson, James R.
TITLE	People in organisations: an introduction to organisational behaviour 3 rd ed.
IMPRINT	New York: McGraw-Hill, 1987

COLLATION	602p.
KEYWORDS	PEOPLE ATTITUDE MOTIVATION CHANGE

291

AUTHOR	Mumford, Alan
TITLE	Management development: strategies for action
IMPRINT	281p.
COLLATION	London: IPD House, 1997
KEYWORDS	MANAGEMENT DEVELOPMENT EVALUATION STRATEGY LEARNING

292

AUTHOR	Blanchard, Ken and O'Connor, Michael
TITLE	Managing by values
IMPRINT	San Francisco: Berrett-Koehler, 1997
COLLATION	154p.
KEYWORDS	LIFE MANAGING COMMUNICATION VALUE

293

AUTHOR	Maxwell, John C.
TITLE	The 17 essential qualities of a team player: becoming the kind of person every team wants
IMPRINT	Nashville: Thomas Nelson, 2002
COLLATION	156p.
KEYWORDS	COLLABORATIVE COMMUNICATIVE COMPETENT COMMITTED

294

AUTHOR	Getz, Kathleen A.
TITLE	Business ethics and society
IMPRINT	New Jersey: Simon & Schuster
COLLATION	388p.
KEYWORDS	BUSINESS ETHICS SOCIETY LEGISLATION

	ETHICAL APTITUDES
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295

AUTHOR	Smith, Hyrum W.
TITLE	What matters most: the power of living your values
IMPRINT	New York: Simon & Schuster, 2000
COLLATION	251p.
KEYWORDS	POWER LIVING VALUE ORGANISATION

296

AUTHOR	Shaw, Michael
TITLE	Finding the rainbow: organisational culture; the key to corporate performance
IMPRINT	Johannesburg: Ravan Press, 1997
COLLATION	128p.
KEYWORDS	ORGANISATIONAL CULTURE TRANSFORMATION LEADERSHIP MANAGEMENT

297

AUTHOR	Senge, Peter M.
TITLE	The fifth discipline: the art & practice of the learning organisation
IMPRINT	London: Random House, 1990
COLLATION	424p.
KEYWORDS	PERSONAL MASTERY SHARED VISION DISCIPLINE TEAM

298

AUTHOR	Robbins, Harvey and Finley, Michael
TITLE	The new why teams don't work: what goes wrong and how to make it right
IMPRINT	San Francisco: Berrett-Koehler, 2000
COLLATION	271p.
KEYWORDS	TEAM INSTINCT SOCIAL WORK EMPOWERMENT MYTH

299

AUTHOR	Rush, Myron
TITLE	Management: a biblical approach
IMPRINT	Illinois: Victor Books, 1983
COLLATION	236p.
KEYWORDS	MANAGEMENT LEADERSHIP STYLE ATTITUDE BIBLICAL APPROACH

300

AUTHOR	Rush, Myron
TITLE	Managing to be the best: a personal approach
IMPRINT	London: Scripture Press, 1989
COLLATION	191p.
KEYWORDS	Managing Change Career Personal approach

301

AUTHOR	Udom, Udoh Elijah
TITLE	Adminisprudence: a behavioural approach to managing ourselves and others
IMPRINT	Nigeria: Spectrum Books, 1998
COLLATION	605p.
KEYWORDS	ADMINISPRUDENCE BEHAVIOURAL APPROACH HUMAN RESOURCES CORPORATE BODIES

302

AUTHOR	Ray, Michael
TITLE	The new paradigm in business: emerging strategies for leadership and organisational
IMPRINT	New York: Jeremy P. Tarcher/Putman, 1993
COLLATION	300p.
KEYWORDS	EMERGING STRATEGIES ORGANISATIONAL CHANGE VISION TRANSFORMATION

303

AUTHOR	Theron, Schreuder
TITLE	Careers: an organisational perspective

IMPRINT	Kenwyn: Juta & Co, 1997
COLLATION	188p.
KEYWORDS	CAREERS PLANNING STRATEGY MANAGEMENT

304

AUTHOR	Sadler, Philip
TITLE	Designing organisations: the foundation for excellence
IMPRINT	London: Kogan Page, 1991
COLLATION	170p.
KEYWORDS	DESIGNING ORGANISATIONS FOUNDATION CREATIVITY EMPLOYEE COMMITMENT

305

AUTHOR	Trent, John
TITLE	Lifemapping: a revolutionary process for overcoming your past, taking control of your present and charting your future
IMPRINT	Colorado Springs: Focus on the family, 1994
COLLATION	246p.
KEYWORDS	IMAGE MANAGEMENT LIFEMAPPING FUTURE AUTHENTIC LIVING

306

AUTHOR	Quinn, Robert E.
TITLE	Deep change: discovering the leader within
IMPRINT	San Francisco: Jossey-Bass, 1996
COLLATION	236p.
KEYWORDS	CHANGE LEADER VISION RISK

307

AUTHOR	Pohlman, Randolph A.
TITLE	Value driven management: how to create and maximise value over time for organisational success
IMPRINT	New York: AMACOM, 2000
COLLATION	230p.
KEYWORDS	VALUE

	MANAGEMENT PROACTIVE PERSONAL HAPPINESS
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308

AUTHOR	Yukl, Gary
TITLE	Skills for managers and leaders: text, cases and exercises
IMPRINT	New Jersey: Prentice Hall, 1990
COLLATION	374p.
KEYWORDS	DELEGATION POWER INFLUENCE MOTIVATION

309

AUTHOR	Valdez, Stephen
TITLE	An introduction to global financial markets
IMPRINT	London: Macmillan, 2000
COLLATION	386p.
KEYWORDS	FINANCIAL MARKET COMMERCIAL BANKING INVESTMENT BANKING MONEY

310

AUTHOR	Treleaven, Philip
TITLE	The Sunday Times e-business start-up: the complete guide to launching your internet and digital enterprise
IMPRINT	London: Kogan Page, 2000
COLLATION	464p.
KEYWORDS	E-BUSINESS INTERNET DIGITAL ENTERPRISE SUNDAY TIMES

311

AUTHOR	Thomas, Adele
TITLE	Beyond affirmative action: managing diversity for competitive advantage in South Africa
IMPRINT	Randburg: Knowledge Resources, 1996
COLLATION	117p.
KEYWORDS	MANAGING DIVERSITY AFFIRMATIVE ACTION SOUTH AFRICA COMPETITIVE ADVANTAGE

312

AUTHOR	Thomas, Adele and
TITLE	Achieving employment equity: a guide to effective strategies; developing the fabric organisations
IMPRINT	Randburg: Knowledge Resources, 1999
COLLATION	186p.
KEYWORDS	EMPLOYMENT EQUITY EFFECTIVE STRATEGIES DISCRIMINATION POLICY

313

AUTHOR	Tamblyn, Doni and Weiss, Sharyn
TITLE	The book of humorous training games
IMPRINT	New York: McGraw-Hill, 2000
COLLATION	297p.
KEYWORDS	GAMES CREATIVE THINKING COOPERATIVE CHANGE

314

AUTHOR	Tal, Joseph
TITLE	Reading between the numbers: statistical thinking in everyday life
IMPRINT	New York: McGraw-Hill, 2001
COLLATION	285p.
KEYWORDS	READING NUMBERS MEASUREMENT DATA

315

AUTHOR	Stanley, Paul D. and Clinton, Robert J.
TITLE	Connecting: the mentoring relationships you need to succeed in life.
IMPRINT	Colorado: NavPress, 1992
COLLATION	252p.
KEYWORDS	CONNECTING MENTORING WISDOM SPIRITUAL CHECK-UP

316

AUTHOR	Waligo, J.M.
TITLE	Inculturation: its meaning and urgency

IMPRINT	Uganda: St Paul Publications-Africa, 1986
COLLATION	83p.
KEYWORDS	INCULTURATION URGENCY CULTURE CHRISTIAN FAITH

317

AUTHOR	Bolles, Richard Nelson
TITLE	What colour is your parachute? A practical manual for job hunters and career-changers
IMPRINT	Berkley: ten Speed Press, 2001
COLLATION	344p.
KEYWORDS	PARACHUTE CAREER CHANGER JOB HUNTER JOB

318

AUTHOR	Johnson, Spencer
TITLE	Who moved my cheese? an amazing way to deal with change in your work and in your life
IMPRINT	London: Vermillion, 1998
COLLATION	96p.
KEYWORDS	CHANGE MOVE LIFE WORK

319

AUTHOR	Saunders, Elaine
TITLE	Assessing human competence: practical guidelines for the South African Manager
IMPRINT	South Africa: Knowledge Resources, 2000
COLLATION	222p.
KEYWORDS	ASSESSING HUMAN COMPETENCE ASSESSING DESIGN VALIDITY RELIABILITY

320

AUTHOR	International Bank for reconstruction and development
TITLE	Little data book
IMPRINT	Washington DC: International Bank, 2000
COLLATION	240p.

KEYWORDS	DATA WORLD BANK INCOME INTERNATIONAL BANK
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321

AUTHOR	Deblieux, Mike
TITLE	Documenting discipline
IMPRINT	Urbandale: Provant Media, 1995
COLLATION	86p.
KEYWORDS	DOCUMENTATION EMPLOYEE RESIGNATION TERMINATION

322

AUTHOR	Blanchard, Ken and Lorber, Robert
TITLE	Putting the one minute manager to work: how to turn 3 secrets into skills
IMPRINT	New York: Berkley Books, 1984
COLLATION	110p.
KEYWORDS	GOAL SECRET MANAGER REPRIMANDS

323

AUTHOR	Cloud, Henry
TITLE	Changes that heal: how to understand your past to ensure a healthier future
IMPRINT	Michigan: Zondervan, 1992
COLLATION	267p.
KEYWORDS	CHANGES GRACE HEALING GROWTH

324

AUTHOR	Blachard, Ken
TITLE	Whale done: the power of positive relationships
IMPRINT	London: Nicholas Brealey, 2002
COLLATION	127p.
KEYWORDS	POWER POSITIVE OUTCOME RELATIONSHIPS FAMILY

