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The AMA Handbook of Project Management Chapter 12: Human Resource Management in Practice,

The Volunteer Management Handbook Tracy D. Connors, 2011-11-01 Completely revised and expanded, the ultimate guide to starting—and keeping—an active and effective volunteer program Drawing on the experience and expertise of recognized authorities on nonprofit organizations, The Volunteer Management Handbook, Second Edition is the only guide you need for establishing and maintaining an active and effective volunteer program. Written by nonprofit leader Tracy Connors, this handy reference offers practical guidance on such essential issues as motivating people to volunteer their time and services, recruitment, and more. Up-to-date and practical, this is the essential guide to managing your nonprofit's most important resource: its volunteers. Now covers volunteer demographics, volunteer program leaders and managers, policy making and implementation, planning and staff analysis, recruiting, interviewing and screening volunteers, orienting and training volunteers, and much more Up-to-date, practical guidance for the major areas of volunteer leadership and management Explores volunteers and the law: liabilities, immunities, and responsibilities Designed to help nonprofit organizations survive and thrive, The Volunteer Management Handbook, Second Edition is an indispensable reference that is unsurpassed in both the breadth and depth of its coverage.

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Business Management Handbook ,1952

Records Management Handbook United States. Department of State, 1989

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seem intuitive, this succinct guide will be truly valuable in bringing together all the elements in your management toolkit in a coherent and synchronised way. Added-value of this summary: • Save time • Understand key principles • Expand your leadership skills To learn more, read 12: The Elements of Great Managing and discover the key features that you need to adopt to become the best manager.

Information Security Management Handbook Harold F. Tipton, Micki Krause, 2007-05-14 Considered the gold-standard reference on information security, the Information Security Management Handbook provides an authoritative compilation of the fundamental knowledge, skills, techniques, and tools required of today's IT security professional. Now in its sixth edition, this 3200 page, 4 volume stand-alone reference is organized under the C

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Management's Handbook Leon Pratt Alford, 1924

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Business Management Handbook Jacob Kay Lasser, 1960

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