

DIVERSITY AT WORK: The Business Case for Equity

By: Trevor Wilson

Publisher: John Wiley & Sons, 1997

IMPLEMENTING DIVERSITY

By: Marilyn Loden

Publisher: McGraw-Hill, 1995

While organizational interest in diversity continues to grow, many programs that support diversity initiatives are faltering. As a consequence, the valuing diversity movement now stands at an important crossroads. To say that today's choices and the actions taken will determine the ultimate success or failure of this vitally important initiative is no exaggeration. This book shares the strategies and tactics used by organizations committed to implementing diversity from the top down.

GENERATIONS AT WORK: Managing the Clash of Veterans, Boomers, Xers, and Nexters in Your Workplace

By: Ron Zemke, Claire Raines, Bob Filipczak

Publisher: AMACOM, March 2000

For anyone struggling to manage a work force with different ways of working, talking, and thinking, "Generations at Work" both explains the gulf that separates the generations and offers insightful solutions for creating workplace harmony. This book is intended to bridge the gap between people of different ages who work at your company. What's so vexing about the workplace is that four different groups are vying for roles and recognition. There are the veterans, boomers, Xers, and the nexters. The people in each cohort, the book argues, have more in common than just their age. They share memories of the same world shaping events, the same childhood heroes, the same early work experiences. Learning about may be fun. But learning cooperation is useful. And it's here that "Generations at Work" becomes a valuable tool.

WORKING WITH EMOTIONAL INTELLIGENCE

By: Daniel P. Goleman

Publisher: Bantam Books, Incorporated, January 2000

BREAKING THROUGH: The Making of Minority Executives in Corporate America

By: David Thomas, John J. Gabarro, Don Tapscott

Publisher: Harvard Business School Publishing, May 1999

BUILDING A HOUSE FOR DIVERSITY: How a Fable About a Giraffe and an Elephant Offers New Strategies for Today's Workforce

By: R. Roosevelt Thomas Jr.

Publisher: American Management Association, New York, 1999

DIVERSITY SUCCESS STRATEGIES

By: Norma Car Rufino

Publisher: Butterworth-Heinemann, 1999

Diversity Success Strategies is about gender ethnicity and ethnocentricity in the workplace. It fosters an understanding of diversity and as such is a blueprint for business success in a rapidly changing and increasingly diverse work environment. The book provides a success for employers and employees alike, to develop more productive and satisfying work alliances.

ENHANCING DIVERSITY: EDUCATORS WITH DISABILITIES

By: Ronald J. Anderson

Publisher: Gallaudet, 1999

The 43 million people with disabilities form this country's largest minority group, yet they are markedly under employed as educators. Enhancing Diversity, paves the way for correcting this costly omission. The authors have called upon the knowledge of 19 renowned contributors to address the important issues raised in Enhancing Diversity including the place of disability in discussions of diversity in education.

FIRST, BREAK ALL THE RULES: What the World's Greatest Managers Do Differently

By: Marcus Buckingham, Curt Coffman

Publisher: Simon & Schuster Trade, May 1999

MANAGING DIVERSITY: The Case of Janis

By: Anastasia Cusulos

Publisher: Intercultural Press Inc., 1999

WORK FORCE 2020 - WORK AND WORKERS IN THE 21st CENTURY

By- Richard W. Judy and Carol D'Amico

Publisher: Hudson Institute, Indiana, 1999. 5th Printing

Work Force 2020 is the sequel to Work force 2000, on the American work force, and which has had a great deal of influence since its release in the late 1980s. The experts at the Hudson Institute in economics, education and policy prepared this vision of the future of the American work force. This are the best ideas of what lies ahead and what Americans all over the country should do to prepare themselves to meet the challenges ahead. It is a must read for everyone.

A GUIDE TO CULTURE AUDITS: Analyzing Organizational Culture for Managing Diversity

By: John Hucheson, Jr. and Terri W. Kruzan

Publisher: St. Bart Printing, May 1998

AMERICA: The Politics of Diversity

By: David Lawrence

Publisher: International Thomson Publishing, December 1998

MANAGING DIVERSITY: A Complete Desk Reference and Planning Guide

By: Lee Gardenswartz and Anita Rowe

Publisher: McGraw-Hill, 1998

By the year 2000, 70 percent of new entrants to the workforce will be women and minorities, and only 30 percent will be white, American-born males. Managing Diversity guides readers in their journey to solve diversity's challenges in the workplace. The authors know how to recruit, retain, mentor, and promote diverse employees to eliminate high turnover rates and build cohesive, productive, cross-cultural work teams.

MANAGING DIVERSITY: Skill Builder

By: Norma Carr-Ruffino

Publisher: Simon and Schuster Trade, 1998

MANAGING DIVERSITY IN HEALTH CARE MANUAL: Proven Tools and Activities for Leaders and Trainers

By: Lee Gardenswartz and Anita Rowe

Publisher: Jossey-Bass Inc., 1999

This unique toolkit reinforces the important concepts presented in Managing Health Care, a practical handbook by the same authors, and provides the hands-on resources to turn strategy into immediate action. Focused on meeting the needs of trainers, managers, and in-service or consulting educators, these ready to use tools include over 50 activities and are ideal for creating customized training agendas.

MANAGING DIVERSITY IN HEALTH CARE: How To Create and Manage Environments for Everyone

By: Lee Gardenswartz, Anita Rowe

Publisher: Jossey-Bass, Inc., 1998

This essential handbook offers health care professionals the knowledge and tools needed to become more responsive to cultural diversity. As reflected in new cultural competence requirements for health care organizations, sensitivity and understanding of cultural diversity has become mandatory for health care professionals. However, most health care professionals have little or no training on how to deal with the challenges of cultural diversity. Managing diversity in health care offers the knowledge and tools health care professionals need to become more responsive to increasingly culturally diverse patient and staff populations. The authors show how to build diverse teams, deal with the thorny issues of prejudice and bias, and communicate effectively within a diverse health care setting.

THE DIVERSITY TOOLKIT: How You Can Build and Benefit from a Diverse Workforce

By: William Sonnerschein, Lee Gardenswartz, Anita Rowe

Publisher: NTC Publishing Group, December 1998

THE ORIGINS OF CULTURAL DIFFERENCES AND THEIR IMPACT ON MANAGEMENT

By: Jack Scarborough

Publisher: Quorum Books, 1998

WORKING TOGETHER: Producing Synergy by Honoring Diversity

By: Angeles Arrien , Mikhail Gorbachev, Jacqueline Haessly

Publisher: New Leaders Press, September 1998

A book that looks at diversity as an advantage to be utilized, not a problem to be solved. Boasting an incredible array of contributing authors, this groundbreaking anthology examines the subject of diversity from a holistic perspective as a context for creating synergy in our projects, our organizations, and our lives.

CONFLICT AND DIVERSITY

By: Claire Damken Brown

Publisher: Hampton Press, 1997

This book examines ethical issues in diversity and how to approach them. It starts by developing a conceptual framework for the organization. It also examines how communication occurs and is influenced by organizational perceptions.

CUSTOMER CENTERED GROWTH: Five Proven Strategies for Building Competitive Advantage

By: Richard Whiteley, With Diane Hessian

Publisher: Perseus Publishing, March 1997

DEVELOPING COMPETENCY FOR MANAGING DIVERSITY: Readings, Cases, and Activities

By: Taylor Cox and Ruby L. Beale

Publisher: Berrett-Koehler, 1997

Develop a critical competency for today's organizations-the ability to successfully manage diversity. Builds on the author's acclaimed volume, Cultural Diversity in Organizations; organizes learning and skill building for diversity around thirty-one activities that can change behavior, addresses a wide range of diversity issues through twenty-three timely readings; integrates ideas from the academic world with real-life experience in six detailed case studies; and provides managers with tools they need to successfully manage a diverse workforce.

ETHICAL DIMENSIONS OF DIVERSITY

By: Willie E. Hopkins

Publisher: Sage Publications, 1997

MANAGING DIVERSITY IN THE NEW REALITY: A Handbook for Diversity Managers

By: Fred Soto

Publisher: FPMI Communications Inc., 1997

MANAGING DIVERSITY BASED CONFLICTS AMONG CHILDREN

By: Charles C. Scott

Publisher: Phi- Delta Kappa Educational Foundation, 1997

MASTERING THE DIVERSITY CHALLENGE

By: Fern Lebo

Publisher: St. Lucie Press, 1997

PROVERSITY: Getting Past Face Value and Finding The Soul of People - a Managers Journey

By: Lawrence Otis Graham

Publisher: John Wiley and Sons, Inc., 1997

SUCCESSFUL DIVERSITY MANAGEMENT INITIATIVES: A Blueprint for Planning and Implementation

By: Patricia Arrendondo
Publisher: Sage Publication, 1997

COMMUNICATING IN A DIVERSE WORKPLACE: Successful Workplace Communication Techniques

By: Lilian A. Kup
Publisher: Richard Chang Associates, 1996

Many factors can hinder effective workplace communication-including authority levels, department structures, and unclear objectives. A diverse workplace can either add another complication, or if managed well, can overcome other organizational obstacles.

CULTURAL DIVERSITY FIELD BOOK: Fresh Visions and Breakthrough Strategies for Revitalizing the Workplace

By: George F. Simmons
Publisher: Peterson's, 1996

Cultural Diversity Field book brings together examples of the leading thoughts and best practices on one of the most-talked-about business topics: Diversity in the workplace. More than 150 articles, interviews, essays and activities are combined with hundreds of resource reviews to provide a rich picture of the complex and diverse culture in which business is conducted. Cultural Diversity Field book is a gold mine of opinions and information. The current realities of this subject are played out within these pages by commentators from across the political and social spectra.

MANAGING DIVERSITY - Human Resource Strategies for Transforming the Workplace

By: Ellen Ernst Kossek, Sharon A. Lobel
Publisher: Blackwell Publishers, 1996

REDEFINING DIVERSITY

By: Roosevelt Thomas Jr.
Publisher: American Management Association, New York, 1996

SELECTED RESEARCH ON WORK TEAM DIVERSITY

By: Marian Ruderman and Susan Jackson
Publisher: American Psychological Association, 1996

Much research has focused on the implications of changing workforce demographics for organizations and on characteristics of organizational settings; relatively few studies have been conducted on diversity within work teams. The book expands the current state of knowledge on diverse teams and provides implications for further research and practice.

THE DIVERSITY FACTOR: Capturing the Competitive Advantage of a Changing Workforce

By: Elsie Y. Cross and Margaret B. White
Publisher: McGraw Hill, April 1996

This is a collection of the most requested articles from the quarterly journal, The Diversity Factor, many of them written by the managers who lived the experience, reflect the complexity of the diversity challenges in today's corporations and offer suggestions for beginning to deal with these complicated issues. The focus of this volume is on true cultural change, not merely communications and training. The essay writers provide strategies and methods for launching and living with culture change. Their eyes are on the future, not the past. The Diversity Factor takes a hard look at the realities of today and offers strategies that will help you lead your organization into tomorrow's new world.

DIVERSITY IN ORGANIZATIONS

By: Martin M. Chemers
Publisher: Sage Publications, 1995

DIVERSITY IN WORK TEAMS: Research Paradigms for a Changing Workplace

By: Susan Jackson and Marian Ruderman
Publisher: American Psychological Association, January 1995

This book explores how diversity affects one of the most popular management strategies used in business today: The formation of employee work teams. Work teams ideally operate to maximize flexibility, creativity and productivity in a business environment. Frustrating this effort is the increasing level of diversity found in the American workplace.

DIVERSE TEAMS AT WORK: Capitalizing on the Power of Diversity

By: Lee Gardenswartz, Anita Rowe

Publisher: McGraw-Hill Companies, May 1995

MANAGING DIVERSITY AND CHANGE, Vol. 12.

By: Deborah Ancona, Sculley, Kochan

Publisher: South Western Publishing Co., 1995

MANAGING DIVERSITY IN ORGANIZATIONS

By: Robert Golembiewski

Publisher: University of Alabama and McGraw-Hill, 1995

Golembiewski identifies the many forces and factors propelling us into the age of diversity in organizations - ethical, political, philosophical, demographic, and so on- and details both the historical and contemporary approaches. Most practice has focused on a "level playing field" or equal opportunity and "tilting the playing field " or equal outcomes. This volume focuses on diversity as a strategic device rather than as a nicety rooted in behavioral and organizational research. Managing diversity in organizations requires a through understanding of management infrastructure that is consistent with diversity - especially structures of work, policies and procedures that institutionalize and build diversity.

MANAGING DIVERSITY IN THE GLOBAL WORKPLACE

By: Drake Beam Morin

Publisher: DBM Publishing, 1995

WORKPLACE DIVERSITY: A Manager's Guide to Solving Problems and Turning Diversity into a Competitive Advantage

By: Katherine Esty, Richard Griffin, Marcie Schon Hirsch

Publisher: Adams Media Corporation, June 1995

Workplace Diversity provides business managers with the creative and effective solutions they need to succeed in today's multifaceted and ever-changing workplace. With insights into the most difficult and sensitive issues managers encounter, Workplace Diversity offers timely, practical and invaluable guidance.

STRAIGHT TALK ABOUT GAYS IN THE WORKPLACE: Creating an Inclusive, Productive Environment for Everyone in your Organization

By: Liz Winfield and Susan Spielman

Publisher: AMACOM, 1995

Straight talk about gays in the workplace is also a very personal book, filled with stories interviews with real people working at real companies. These tales illustrate the frustrations of being gay at an indifferent or hostile company and the energizing effects of working for an inclusive one. The book provides insights and practical advice for everyone in your company, and it has specific help for managers and human resource professionals.

DIVERSITY: THE ASTD TRAINER'S SOURCEBOOK

By: Tina Rasmussen

Publisher: McGraw-Hill, 1995

The ASTD Trainer's Sourcebook Series present complete toolkits and instructions for creating effective, personalized training programs.

CULTURAL DIVERSITY IN ORGANIZATIONS: Theory, Research and Practice

By: Taylor Cox

Publisher: Berrett-Koehler Publishers, February 1994

CULTURAL DIVERSITY IN THE WORKPLACE: ISSUES AND STRATEGIES

By: George Henderson

Publisher: Greenwood Publishing, 1994

All CEOs, managers, supervisors, training professionals, and educators must be able to effectively recruit, train, manage, and promote a culturally diverse workforce. Few of them have been adequately trained to do so. Effective management of diversity is good business. It takes effective communication, conflict resolution and the creation of an inclusive organizational culture to succeed. This comprehensive book helps administrators better understand the problems they face and how to deal with them by dispelling the myths and facing the realities of cultural diversity.

MANAGING DIVERSITY: A Complete Desk Reference and Planning Guide.

By: Lee Gardenswartz, Anita Rowe

Publisher: McGraw Hill, 1994

THE MANAGING DIVERSITY SURVIVAL GUIDE: A Complete Collection of Checklists, Activities, and Steps

By: Lee Gardenswartz and Anita Rowe

Publisher: McGraw-Hill, 1994

Today's organizations continue to invest heavily in diversity training. Packed with over 80 activities, work sheets, charts, surveys, checklists, and transparency masters that cover everything from interviewing to communicating to coaching employees in a diverse workplace. This is a very useful guide.

THE PROMISE OF DIVERSITY: Over 40 Voices discuss strategies for evaluating discrimination in Organizations

By: Judith H. Katz and Frederick A. Miller

Publisher: McGraw-Hill, 1994

Workplace diversity is one of the most critical issues facing organizations today. This book is a contemporary, future-focused business anthology that helps readers understand and address the often controversial, always-complex issues surrounding diversity, discrimination, and change management.

VALUING DIVERSITY: New Tools for a New Reality

By: Lewis B. Griggs

Publisher: McGraw-Hill, 1994

Learning to manage diversity in today's workplace is critical -because of the productivity gains that inevitably result when individuals in a well-managed, heterogeneous work team call their differing insights, values, and experiences to tackle tough business challenges. This breakthrough book provides just such an easy-to-follow training map.

50 ACTIVITIES FOR DIVERSITY TRAINING

By: Jonaway Lambert and Selma Myers

Publisher: Amherst, Mass: Human Resources Development Press, 1994

DIFFERENCES DO MAKE A DIFFERENCE

By: R. Roosevelt Thomas

Publisher: American Management Association, New York, 1992

BEYOND RACE AND GENDER: Unleashing the Power of Your Total Workforce by Managing Diversity

By: R. Roosevelt Thomas Jr.

Publisher: American Management Association, New York, 1991

MANAGING A DIVERSE WORK FORCE: Regaining the Competitive Edge

By: John P. Fernandez

Publisher: Lexington Books, 1991

TEACHING DIVERSITY

By: Joan V. Gallos

Publisher: Jossey-Bass Publisher, 1991

WORK FORCE AMERICA: Managing Employee Diversity as a Vital Resource

By: Marilyn Loden

Publisher: Business One Irwin, 1991

MANAGING DIVERSITY IN AN EQUAL OPPORTUNITY WORKPLACE: A Primer for Today's Manager

By: Lorence L. Kessler

Publisher: Employment Policy Foundation, 1990

EXCELLENCE – Can We Be Equal and Excellent too?

By: John William Gardner

Publisher: Norton, February 1987