

<<PMS Managing Diversi>>

图书基本信息

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内容概要

The Pocket Mentor series offers immediate solutions to the challenges managers face on the job every day. Each book in the series is packed with handy tools, self-tests, and real-life examples to help you identify strengths and weaknesses and hone critical skills. Whether you're at your desk, in a meeting, or on the road, these portable guides enable you to tackle the daily demands of your work with greater speed, savvy, and effectiveness. Many organizations encourage diversity because providing equal opportunity for everyone is the right thing to do. A diverse workforce can also yield such important competitive advantages as a higher level of profitable innovation, a better understanding of market opportunities, and stronger employee productivity and commitment. But as people with different backgrounds, beliefs, and values interact in the workplace, conflicts can arise. How can you foster diversity on your team and surmount the challenges that can come with it? This book teaches managers how to:

- Recruit a diverse team
- Foster an inclusive environment by replacing common misperceptions with facts
- Handle diversity-related conflict
- Tap the business value generated by the team's diversity

书籍目录

Mentor's Message: Why Learn to Manage Diversity? Managing Diversity: The Basics What Is Diversity? A preview of human differences and the benefits and challenges of diversity. Why build a diverse workforce? The forces behind diversity The challenges of diversity Dispelling Misperceptions About Diversity An overview of four myths regarding diversity and their corresponding truths. Members of a particular group aren't all alike Each person has more than one identity A person's identity can change Prejudice doesn't always come from majority members Handling Diversity-Related Conflict Strategies for handling misunderstandings that can stem from differences. Understanding what it's like to feel "different" Resolving the problem Fostering an Inclusive Environment Advice for making all your employees feel welcome and appreciated. The disadvantages of assimilation and differentiation Why inclusion is the best path Crafting a workplace of inclusion Tapping Diversity's Value Suggestions for maximizing your diverse team's business results. Linking diversity to business goals Applying diversity initiatives to all employees Exposing and challenging exclusionary beliefs Recruiting a Diverse Team Tactics for finding and attracting diverse new hires. Expanding your recruiting strategies Seeking assistance from within your company "Selling" your company to potential new hires Retaining Diverse Employees Spotlight on Cultural Diversity Communicating Across Cultures Tools for Managing Diversity Test Yourself To Learn More Sources for Managing Diversity Notes

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