

The Coaching at Work Toolkit: A complete Guide to Techniques and Practices
Perry Zeus and Suzanne Skiffington, McGraw Hill, 2002

A very thorough, easy to read guide to all aspects of professional coaching.
Recommended.

The Inspirational Trainer
Paul Z Jackson, Kogan Page, 2001

Written by an author with theatre and media experience this is an accessible, quirky and useful guide to making your training more active.

The Solutions Focus
Paul Z Jackson and Mark McKergow, Nicolas Brealey, 2002

Solutions not Problems, the future not the past, what to do – not who to blame. Very practical and direct, the book describes a new approach to problem solving for individuals and organisations.

Motivation in Education: Theory, Research and Applications,
Pintrich and Schunk, New Jersey, Merrill Prentice Hall 2002

Motivation in Education gives readers comprehensive information about major motivational theories and related research, this text includes an overview of: expectancy and efficacy beliefs; attribution theory; social cognitive theory; goal theory; intrinsic motivation; values and affect; and social-conceptual influences such as schools, classrooms, and families. It provides lots of useful insights and summarises the most recent advances in motivation theory and research.

Training with NLP
O'Connor and Seymour, Thorsons, London, 1994

Introductory book to using Neuro-Linguistic Programming in training. As it manages to avoid the self-indulgent language of many NLP texts, this book is a welcome addition to your training tools library.

Primal Leadership
Goleman, Boyatzis and McKee, Harvard Business School Press, 2002

With lots of case studies, and in a carefully argued structure, this book sets out to persuade us of the value of emotional intelligence to the management of successful organisations.

Who Are You? 101 Ways of Seeing Yourself
Malcolm Godwin, Virgin, 1999

Beautifully illustrated guide to self-assessment. This "identikit of self-discovery" presents a distinctive multiple approach to self-assessment using a wide range of psychological techniques. Contains tests which are grouped according to body types,

emotional types, intellectual types, and spiritual orientation. Intriguing and thought provoking. Introvert or extrovert, you'll gain value from this.

Schools That Learn,
Peter Senge, Nicholas Brealey, 2000

Since the Fifth Discipline principles were defined they have been used by many educators. Now Peter Senge and the Fifth Discipline team have produced *Schools that Learn*, focusing specifically on schools and education, which can help reclaim schools even in the most depressed or ill-managed districts. This book brings together practices which are being used in the real world as schools attempt to learn, grow and reinvent themselves using learning organisation principles, and features numerous case studies from prominent educators.

Inviting Educational Leadership
John Novak, 2002 Pearson Education

A book which takes an ethical perspective to the leadership of schools. Logically worked and layered with workable ideas, this is one of the better books in the School Leadership and Management Series.

Beyond Winning
Gary M Walton, Human Kinetics 1992

How did the greatest sports coaches achieve their success? In "Beyond Winning", Gary Walton reveals the thoughts and teachings that made six coaches successful in sport. Readers get an intimate look at how each of these philosopher coaches followed a different path in his pursuit of excellence - Vince Lombardi, Woody Hayes, John Wooden, James "Doc" Counsilman, Brutus Hamilton, and Percy Cerutti. Walton devotes a chapter to each of these coaches and focuses on their ability to manage and motivate winning teams and their more significant contributions as educators and as role models.

The Tipping Point: How Little Things Can Make a Big Difference,
Malcolm Gladwell, Boston, Little Brown and Company, 2000

The best way to understand the dramatic transformation of unknown books into bestsellers, or the rise of teenage smoking, or the phenomena of word of mouth or any number of the other mysterious changes that mark everyday life," writes Malcolm Gladwell, "is to think of them as epidemics. Ideas and products and messages and behaviours spread just like viruses do." Although anyone familiar with the theory of mimetics will recognise this concept, Gladwell's *The Tipping Point* has quite a few interesting twists on the subject.

For example, Paul Revere was able to galvanise the forces of resistance so effectively in part because he was what Gladwell calls a "Connector": he knew just about everybody, particularly the revolutionary leaders in each of the towns that he rode through. But Revere "wasn't just the man with the biggest Rolodex in colonial Boston", he was also a "Maven" who gathered extensive information about the British. He knew what was going on and he knew exactly whom to tell. The phenomenon continues to this day--think of how often you've received information in

an e-mail message that had been forwarded at least half a dozen times before reaching you.

Gladwell develops these and other concepts (such as the "stickiness" of ideas or the effect of population size on information dispersal) through simple, clear explanations and entertainingly illustrative anecdotes. Very readable and recommended.