



LEADERSHIP DEVELOPMENT PROGRAM RECOMMENDED READING LIST

BOOK TITLE	AUTHOR	DESCRIPTION
<u>Leadership</u>		
*** GUNG HO!	Blanchard, Ken	An easy must read for everyone; a motivating and engaging story.
Leadership 101	Maxwell, John C.	Quick easy read on developing your Leadership potential
The 21 Indispensable Qualities of a Leader	Maxwell, John C.	The process of developing the art of leadership through practical tools and insights
The Secret: What Great Leaders Know – and Do	Blanchard, Ken and Miller, Mark	What great leaders know and do that sets them apart from others
Monday Morning Leadership	Cottrell, David	8 lessons offering encouragement and direction
The Last Lecture	Pausch, Randy	Great leadership story told as author is dying at a very young age
The Five Most Important Questions	Drucker, Peter F.	No nonsense approach to the “real” work every board should do & ask Themselves
*** The Will to Govern Well: Knowledge, Trust, and Nimbleness - 2ND Edition	Tecker, Glenn H. Meyer, Paul D. Crouch, Bud Wintz, Leigh	The book presents three critical themes that have emerged as key to developing the will to govern well; knowledge, trust, and nimbleness providing definitions and strategies for incorporating them into governance.
Talent is Never Enough [and workbook]	Maxwell, John C.	The traits beyond talent to become a leader. [Workbook Separate]
What Got You Here	Goldsmith, Marshall	Overcoming habits that hold you back

Won't Get You There		becoming more successful
Leadership & Self-Deception	The Arbinger Institute	Easy-to-read style where you'll find Concepts & principles adaptable to any Work environment
Developing the Leader Within You	Maxwell, John C.	Timeless principles applied will bring about positive change.
Riding The Blue Train	Sayle, Bart and Kumar, Surinder	A Leadership Plan for Explosive Growth
The Tipping Point	Gladwell, Malcolm	How Little things can make a big Difference
Whale Done	Blanchard, Ken	Easy read story version. Focus on positives rather than faults
The Mulligan	Armstrong, Wally and Blanchard, Ken	Parable that compares golf's mulligan to getting a second chance in life
Leadership 2.0	Bradberry, Travis and Greaves, Jean	Identify your leadership skills and build them into your strengths
The End of Leadership As We Know It	Sladek, Sarah L.	Build your association for the next century by making the members your focus
Steve Jobs	Isaacson, Walter	Chronicles the life of Steve Jobs Not a how-to book, but a how-it-was-done monograph
Take the Risk	Carson, Ben	Based on highly successful Neurosurgeon, addresses an aspect of life every leader must deal with: <i>risk</i>
Good to Great	Collins, Jim	Organization looking to re-invent themselves will find this a useful guide
Leadership	Giuliani, Rudy	How he led America's largest city through the aftermath of 9/11
You Don't Need a Title to be a Leader	Sanborn, Mark	How each of us can be a leader in our daily lives
It Worked for Me in Life and Leadership	Powell, Colin Gen.	Inspirational book on his lowly beginnings to rise to heights before not achievable
Tribes – We Need You	Godin, Seth	We have always joined groups or

To Lead Us		“Tribes”. This book will make you think about the opportunities for leading
The Power of Habit	Duhigg, Charles	Explains why habits exist and how they can be changed individually and in your Business or organization
Rumsfeld’s Rules	Rumsfeld, Donald	Leadership lessons in business, politics, war and life
Poke the Box	Godin, Seth	Stop waiting for a road map and start drawing one instead

Teamwork

***	The Board Team Handbook	Cain Consulting Group	A must read for anyone serving in a Volunteer position – workbook style, this is a great reference and tool !
	How to Hold Successful Meetings – 30 Action Tips For Managing Effective Meetings	Timm, Paul R.	An easy reference for quick tips on having or not having a meeting.
	Who Killed Change	Blanchard, Ken	Solving the mystery of leading people through change
	Race for Relevance 5 Radical changes for Associations	Coerver, Harrison and Byers, Mary	Five changes that will energize and position associations for better performance.
	The Five Dysfunctions Of A Team	Lencioni, Patrick	Story style, this book is a good reminder of basic team building and trust.
	How Did This Happen? Holding People Accountable A Positive, Principled Way	Connors, Patrick	The process of holding people accountable
	Ubuntu!	Lundin, Stephen and Nelson, Bob	An inspiring story about an African Tradition of teamwork and collaboration.
	Don’t Sweat The Small Stuff and it’s All Small Stuff	Carlson, Richard	Simple ways to keep the little things from taking over your life
	Make Meetings Matter	Hawkins, Charlie	Must reading for any group or

		organization that holds meetings.
Team Secrets of the Navy Seals	Needhan, Robert	How to build trust, teamwork and leaders from the most elite military force in the world today
Relaunch: How to Stage an Organizational Comeback	Rutland, Mark	How to turn around a failing organization. Filled with clear examples
Winnie-The-Pooh on Management	Allen, Roger E	Fun read taught in a simple and meaningful way. How management applied in the stories.
10 Lessons for Cultivating Member Commitment - Critical Strategies for Fostering Value, Involvement and Belonging	Dalton, James & Dignam, Monica	It's for everyone who helps create culture and actions that cement bonds between members and their membership organization
*** Awesomely Simple	Spence, John	Essential business strategies for turning ideas into action
The Wisdom of Bees	O'Malley, Michael	What the Hive can teach business about leadership, efficiency, and growth

Communications

Our Iceberg is Melting	Kotter, John	Fable style on how to create change when everyone is OK with how things are now
Crucial Conversations	Patterson, Kerry	Discover how to communicate best when it matters most.
Robert's Rules In Plain English, Collins, 1997	Zimmerman, Doris	Easy to understand parliamentary
Give Your Elevator Speech A Lift	Howell, Lorraine	"What do you do?" – how to make the Most of that great opportunity
The Exceptional Presenter	Koegel, Timothy J	Skills to become a better speaker
Monday Morning Communication	Cottrell, David	8 lessons on improving communication with those you work
The Speed of Trust	Stephen, MR Covey	Trust is the foundation of Communication and leadership – this book is great!

Time Management / Projects/Organization/Misc

Managing Projects Large Small	Harvard Business School Press	How to get the project done efficiently and effectively
Today Matters	Maxwell, John	Making choices of how you want to live your life each day
Six Thinking Hats	DeBono, Edward	How do you need to change? Read and learn about these awesome creative thinking methods.
Don't Sweat the Small Stuff and It's All Small Stuff	Carlson, Richard	Simple ways to keep the little things taking over your life.
I Moved Your Cheese	Molhotra, Deepak	Find a way to escape your maze
No One Would Listen -- A True Financial Thriller	Markopolis, Harry	First hand account of those who discovered Bernie Madoff's Ponzi Scheme
The Fred Factor	Sanborn, Mark	How passion in your work and life can turn the ordinary into the extraordinary
Organizing from the Inside Out	Morgenstern, Julie	How to organize your desk and office, not what you expect
The Checklist Manifesto: How to Get Things Right	Gawande, Atul	Why Checklists are important no matter how expert we may be
The One Thing	Gary Keller & Jaay Papasan	Why and how to focus on the most important thing to do now.

Membership

The Art of Membership How to Attract, Retain And Cement Loyalty	Jacobs, Sheri	Provides associations and membership Organizations with the practical tools they need to build a loyal and diverse membership base over the long term.
The End of Membership As We Know It	Sladek, Sarah L.	Practical proven ways that associations can respond to changes affecting participation

NSA Leadership Development Program Required Reading – Journal

Title _____

Author _____

Date Completed _____

What was the main theme of this book?

Name one or two ideas you gained from the book that you can use either in your personal or professional life:

Would you recommend keeping this book on the reading list? Why or why not?

NSA Leadership Development Program

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