

## <<Human Resources Mana>>

### 图书基本信息

书名：<<Human Resources Management for Public and Nonprofit Organizations公共与非营利组织人力资源管理>>

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### 内容概要

In this thoroughly revised and updated second edition of Human Resources Management for Public and Nonprofit Organizations, Joan E. Pynes--a respected authority in public administration--demonstrates how strategic human resources management is essential for proactively managing change in an environment of tighter budgets, competition from private organizations, the need to maintain and train a more diverse workforce, and job obsolescence brought about by shifts in technology. Complete with a free online instructor's manual, this new edition offers current compensation and budgetary guidance and helps practitioners navigate the newest legal and technological challenges and opportunities in human resource management.

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### 作者简介

Joan E. Pynes is professor of public administration and director of the public administration program at the University of South Florida. She is the author of articles and chapters on public and nonprofit human resources management.

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### 书籍目录

Tables, Figures, and Exhibits. Preface. Acknowledgments. The Author. Part One: Human Resources Management in Context. 1 Human Resources Management in a Dynamic Environment. 2 Strategic Human Resources Management and Planning. 3 Strategic Human Resources Management and Technology. 4 Equal Employment Opportunity. 5 Valuing a Diverse Workforce. 6 Volunteers in the Public and Nonprofit Sectors. Part Two: Methods and Functions of Human Resources Management. 7 Job Analysis. 8 Recruitment and Selection. 9 Performance Management. 10 Compensation. 11 Benefits. 12 Training and Development. 13 Collective Bargaining in the Public and Nonprofit Sectors. Conclusion: Challenges for Public and Nonprofit Organizations. References. Name Index. Subject Index.

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