



Effective Management of Student Employment: Organizing for Student Employment in Academic Libraries

David A. Baldwin, Frances C. Wilkinson, Daniel C. Barkley

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Building on proven methods of effective supervision, this book offers academic librarians a practical guide for the day-to-day challenges that arise in supervising student employees. The authors describe the roles of employees and supervisors and review general management principles. They then explain how to organize for student employment. Hiring, compensation, orientation and training, and supervision strategies are covered in addition to common problem areas, performance appraisal, employee/employer rights, corrective discipline, and termination procedures. A revision of Baldwin's *Supervising Student Employees in Academic Libraries* (Libraries Unlimited, 1991), this new work has been thoroughly updated. It contains a complete list of job descriptions and detailed information on funding. Answers to frequently asked questions and a glossary of financial aid terms conclude the book.

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