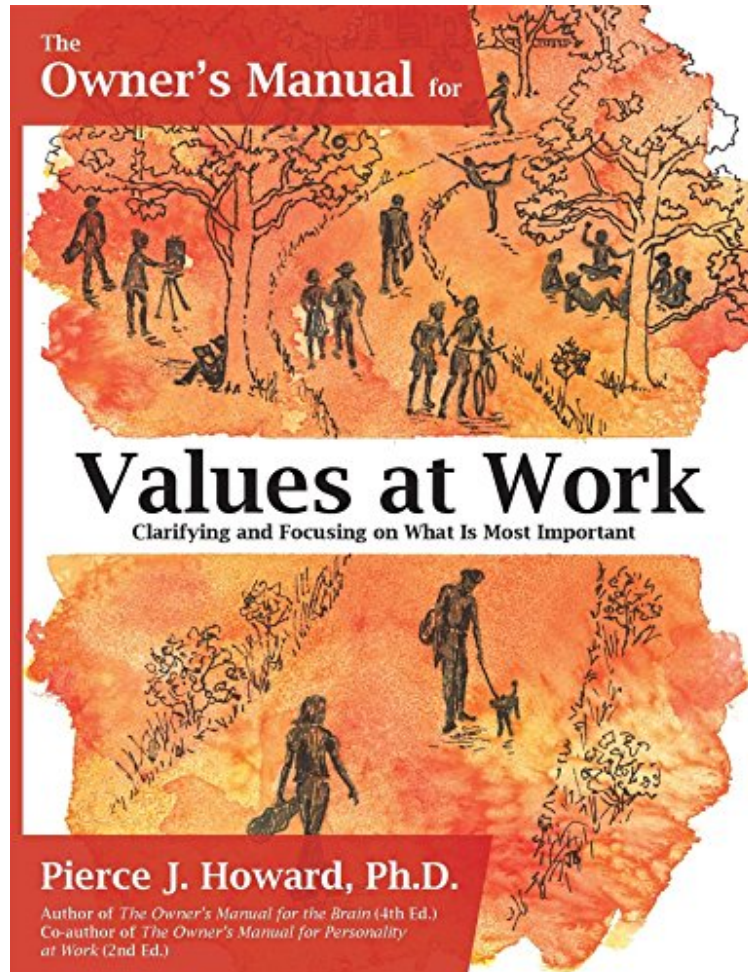


(Read free) The Owner's Manual for Values at Work: Clarifying and Focusing on What Is Most Important

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Pierce J. Howard

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Pierce J. Howard : The Owner's Manual for Values at Work: Clarifying and Focusing on What Is Most Important before purchasing it in order to gauge whether or not it would be worth my time, and all praised The Owner's Manual for Values at Work: Clarifying and Focusing on What Is Most Important:

In the 1970s, an educational movement called Values Clarification (VC) invigorated school curricula across the United States and elsewhere. As a school consultant, the author of The Owner's Manual for Values at Work was immersed in the VC literature and engaged in the practice of training teachers to use the seven-step VC model. He also adapted VC activities for use with adults and found them to be a valuable tool for adult development as well as child development. Who doesn't benefit from periodic scrutiny of how one expresses one's values? In the 1990s,

the author was no longer training teachers and schoolchildren but was working with adults. By 2010, he had written over a dozen books, including four major personality test professional manuals and an "Owners Manual" series including *The Owner's Manual for the Brain* (4th ed.), *The Owner's Manual for Personality at Work* (2nd ed.), *The Owner's Manual for Personality from 12 to 22*, and *The Owner's Manual for Happiness*. Something was missing, however: He longed for a version of the VC literature that was both contemporary and focused on the world of work and adults. Nothing was available—the only current literature on values was pure theory and of no help to the typical human development professional. Realizing that if it were to be it would be up to him, Dr. Pierce J. Howard began the development of three legs to support a VC stool: 1) a comprehensive assessment of personal values for use in the workplace, 2) another in the series of *Owners Manual*s that would focus on the exploration and implementation of values in the workplace, and 3) a "toolkit" of scripts and activities that adult development professionals could use in coaching, consulting, and training. The assessment—*The Values Profile*—was completed and launched in 2013. This book represents the second leg of the VC stool—a treatment of the history, theory, and application of values to the lives of adults. The third leg is a companion book to *The Owner's Manual for Values at Work* and is titled *The Values Toolkit*—a collection of eight scripts and 42 activities that cover topics such as motivating employees, relationship management, team development, leadership and sales training, the corporate values statement, and succession planning. The Toolkit is nuts-and-bolts practical and application-oriented and is available separately from this *Owner's Manual*. The second leg of the stool, this *Owner's Manual for Values at Work*, contains a semantic map that articulates how values, morals, beliefs, virtues, traits, and other personality attributes interrelate. Based on the simple definition that values are what is important to us, the volume includes a comprehensive map of the Self, a detailed presentation of the set of 16 values researched by the Center for Applied Cognitive Studies (Charlotte, North Carolina), the impact of genes and culture on values, an explanation of the VC 7-step model, a list of films and literary works that illustrate the 16 values, a summary of how the 16 values form the basis of motivating self and others, how to integrate values into the teaching of various workplace subjects (leadership, sales, quality, teamwork, and so forth), and ends with a guide for developing a personal values action plan.

"Pierce Howard has done it again! As with other amorphous topics such as personality and happiness, he has approached the crucial and often overlooked subject of values with his usual rigor and depth. The book is well researched, but also accessible and immediately applicable for the reader. Once you've read this book, you will forever think differently about human motivation and human performance, and how to be the best and get the best out of others." William L. Sparks, Ph.D. Vice President, Talent; EnPro Industries Dennis Thompson Chair of Leadership, McColl School of Business, Queens University of Charlotte "I thought it was excellent—both thought-provoking and very practical. The personal narrative sets the tone for readers to engage in open reflection on their own values. There is a perfect balance between explanation of the research and science that underpin knowledge about individual differences in traits and values with practical guidance on how to understand values and apply insights to the self and others." Emma C. Soane, Ph.D. Assistant Professor, Chartered Psychologist, Department of Management London School of Economics Political Science "Pierce has done it again! Treating an abstract subject matter like Values comprehensively and yet competently in his usual anecdotal and folksy style. Values is the new frontier to assessing leaders and talents. All else being equal, we need to ensure an individual's values are aligned with the culture of the team." George T. K. Quek Director, DistincTions Asia Pte Ltd, Singapore "As amalgamated creatures, humans present a major challenge to scientific processes, especially concerning such inde-terminate characteristics as desires and motivations. Pierce Howard rethinks earlier attempts at values clarification and injects his ideas into a most usable format for people at almost any level. By employing Dr. Howard's process, one may certainly understand him/herself better, affirm their values, and/or utilize the suggested techniques to make desired, fundamental changes to deeply held life patterns. In any event, it can be of seminal use for personal and professional growth. Creating such a practical tool from theoretical constructs denotes genius." J.C. (Ted) Troutman III, D.Min., Senior Pastor; Mt. Pisgah United Methodist Church, Greensboro, North Carolina "Ever the researcher with a commitment to application, Dr. Howard leaves "no stone unturned" when exploring the subject of "Values at Work." Reading this book has transformed my notion of values from nebulous to sharp, from afterthought to front and center, from bland to exciting. As a practitioner, this new understanding has allowed me to complete, expand, and solidify my view of "The Person" as a living organism with a unique stable core and high potential for evolving and changing over time. If Traits uncover our "built in" qualities, values provide us with a window into what's important to each of us at a particular point in time. I now see that both of these perspectives are critical for sound decision making not only at work, but also in life. Thank you for enlightening us yet again, Dr. Howard!" Monica Vergara, President, Business Impact Associates, Grand Rapids, Michigan "Ask them what is a value and most people cannot tell you. After reading *The Owners Manual of Values at Work* I think I can answer that question. Moreover, this book lays out a clear direction of what to do with this knowledge and how it can help you at work and other aspects of your life." Mark D. Whitmore, Assistant Professor MIS, College of Business Administration, Kent State University "Dr. Howard's book is full of insight, filled

with profound knowledge as well as examples and practical information. I think this book is deeply needed in today's world." Martha Konigs, Partner, IIAD, Mexico City, Mexico

About the Author Pierce J. Howard grew up in Kinston, North Carolina, the youngest of seven, and attended public schools before studying at Davidson College (B.A.), East Carolina University (M.A.), and the University of North Carolina-Chapel Hill (Ph.D.). While studying at Chapel Hill, he taught English at Chapel Hill High School and later at North Carolina State University in Raleigh. After his studies at Chapel Hill, he took a position as head of School Services at the North Carolina Advancement School in Winston-Salem—a special program for research and dissemination regarding underachievement among teenagers. It was during this stay in Winston-Salem that he began using Values Clarification concepts and materials. He moved to Charlotte, North Carolina, to teach and administer in a school-within-a-school at West Charlotte High School. Since that time, he has worked as an organization development consultant in a variety of settings around the world, while continuing to teach undergraduate and graduate students at Queens University of Charlotte's McColl School of Business, the University of North Carolina at Charlotte, and Pfeiffer University at Charlotte. He has lived out his values with his wife, Jane; daughters Hilary and Allegra; acquired son, Will; and grandchildren, Liam, Stella, Rowan, and A.J. At the Center for Applied Cognitive Studies, he devotes most of his time to his roles of co-founder and innovation officer (also known as director of research and development) and is involved in re-search, writing, and product development, mostly focused on the five-factor model of personality. He balances his professional life with model railroading (n-scale), playing chamber music, building models with grandchildren (next is a 19th-century schooner), singing in the choir (at Providence United Methodist Church), walking the incomparable streets of his Dilworth neighborhood, reading classics and lighter fare, indulging his gustatory senses through cooking and dining his way through the world's cuisines, traveling with Jane and their family to the great national parks of the U.S. and to bucket list destinations around the world—from Petra to the Terracotta Army of Xi'an—advising students on research projects, attending professional meetings, attending family and school reunions, and, in general, staying young. Or, as he describes in his book, dressing his elephant in ways that express his values.