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BROOKLYN SONNY

How to Find and Work With a Mentor--And Why You'll Benefit from Being One

Independently Published

Updated in 2017 with a new author's note and chapter on building effective business relationships! "Penned by an exceptionally bright woman whose ideas will enlighten you, brighten and brilliantly ignite vision in all who read it. Out of the matrix of her wisdom emerges a book that will revolutionize your life and may very well alter your thinking as we go into a new era of time. A must-read!"—Bishop T.D. Jakes, New York Times bestselling author of *Reposition Yourself: Living Life Without Limits* Carla Harris, one of the most successful and respected women in business, shares advice, tips, and strategies for surviving in any workplace environment. While climbing the corporate ladder, Harris had her own missteps and celebrated numerous victories. She vowed that when she reached senior management, and people came to her for advice, she would provide them with the tools and strategies honed by her experience. "Carla's Pearls" have become the centerpiece for her many speeches and television appearances. Now, Carla shares these valuable lessons, including:

- Authenticity: The Power is You
- The Ninety-Day Rule
- Perception is the Copilot to Reality
- The Mentor, the Sponsor, the Adviser: Having Them All
- Leverage Your Voice
- Balance is a Necessity: Use Your Passions to Achieve It
- Expect to Win: Show Up with Your Best Self Every Day

Expect to Win is an inspirational must-read for anyone seeking battle-tested tools for fulfilling their true potential.

The Missing Link Between Merit and Success Orbit

From the creator of the popular website Ask a Manager and New York's work-advice columnist comes a witty, practical guide to 200 difficult professional conversations—featuring all-new advice! There's a reason Alison Green has been called "the Dear Abby of the work world." Ten years as a workplace-advice columnist have taught her that people avoid awkward conversations in the office because they simply don't know what to say. Thankfully, Green does—and in this incredibly helpful book, she tackles the tough discussions you may need to have during your career. You'll learn what to say when

- coworkers push their work on you—then take credit for it
- you accidentally trash-talk someone in an email then hit "reply all"
- you're being micromanaged—or not being managed at all
- you catch a colleague in a lie
- your boss seems unhappy with your work
- your cubemate's loud

speakerphone is making you homicidal • you got drunk at the holiday party Praise for Ask a Manager "A must-read for anyone who works . . . [Alison Green's] advice boils down to the idea that you should be professional (even when others are not) and that communicating in a straightforward manner with candor and kindness will get you far, no matter where you work."—Booklist (starred review) "The author's friendly, warm, no-nonsense writing is a pleasure to read, and her advice can be widely applied to relationships in all areas of readers' lives. Ideal for anyone new to the job market or new to management, or anyone hoping to improve their work experience."—Library Journal (starred review) "I am a huge fan of Alison Green's Ask a Manager column. This book is even better. It teaches us how to deal with many of the most vexing big and little problems in our workplaces—and to do so with grace, confidence, and a sense of humor."—Robert Sutton, Stanford professor and author of *The No Asshole Rule* and *The Asshole Survival Guide* "Ask a Manager is the ultimate playbook for navigating the traditional workforce in a diplomatic but firm way."—Erin Lowry, author of *Broke Millennial: Stop Scraping By and Get Your Financial Life Together*

Upgrade Your Brain, Learn Anything Faster, and Unlock Your Exceptional Life John Wiley & Sons

On Sale Now \$7.68 (Regular Price \$12.99) WELCOME TO YOUR RETIREMENT! The main course of your life has been amazing and it's time to say goodbye to your stressful work. You've reached the zenith of success. All there's left to do now is to unfurl all the happiness that life has in store. The BEST retirement gift for anyone who loves something extraordinary to do after work! This wonderful book is the perfect way to give your friends or someone special in your life in a simple and thoughtful way! Suitable for any occasion, or just because... Included in *Your Retirement Journal*: Notes: Record your unforgettable memories to treasure forever. 8.5 x 11 Inch: The perfect size for a memorable keepsake! Easy to complete and read. High-quality paper: Bright white paper with a clean modern design. Benefits You Will Get from This Book: Happiness. Build self - confidence. Makes you feel younger. Enhance creativity. Retirement is your chance to be true to your own self. It is an opportunity to pick up forgotten hobbies and nurture the little kid within you. After all, it's never too late to start living the life that you have always wanted to. Unwind and give yourself a peace of mind. Order now!

Limitless Simon and Schuster

the true life story of how one person overcame abuse and alcohol and help other individuals life live to their full potential of greatness

Minority Leader Scholastic Inc.

With talent shortages looming over the next decade, what can companies do to attract and retain the large number of professional women who are forced off the career highway? By documenting the successful efforts of a group of cutting-edge global companies to retain talented women and reintegrate them if they've already left, *Off-Ramps and On-Ramps* answers this critical question. Working closely with companies such as Ernst & Young, Goldman Sachs, Time Warner, General Electric and others, author Sylvia Ann Hewlett identifies what works and why. Based on firsthand experience with these companies, along with extensive data that provides the most comprehensive and nuanced portrait of women's career paths, this book documents the actions forward-thinking companies must take to reverse the female brain drain and ensure their access to talent over the long term.

The New Way to Fast-Track Your Career Knopf

From A to Z, the Penguin Drop Caps series collects 26 unique hardcovers—featuring cover art by Jessica Hische. It all begins with a letter. Fall in love with Penguin Drop Caps, a new series of twenty-six collectible and hardcover editions, each with a type cover showcasing a gorgeously illustrated letter of the alphabet. In a design collaboration between Jessica Hische and Penguin Art Director Paul Buckley, the series features unique cover art by Hische, a superstar in the world of type design and illustration, whose work has appeared everywhere from Tiffany & Co. to Wes Anderson's recent film *Moonrise Kingdom* to Penguin's own bestsellers *Committed* and *Rules of Civility*. With exclusive designs that have never before appeared on Hische's hugely popular Daily Drop Cap blog, the Penguin Drop Caps series debuted with an 'A' for Jane Austen's *Pride and Prejudice*, a 'B' for Charlotte Brönte's *Jane Eyre*, and a 'C' for Willa Cather's *My Ántonia*. It continues with more perennial classics, perfect to give as elegant gifts or to showcase on your own shelves. Z is for *Zafón*. Barcelona, 1945: A city slowly heals in the aftermath of the Spanish Civil War. Daniel, an antiquarian book dealer's son who mourns the loss of his mother, finds solace in what he finds in the "cemetery of lost books," a mysterious book entitled *The Shadow of the Wind*, by one Julián Carax. But when he sets out to find the author's other works, he makes a shocking discovery: someone has been systematically destroying every copy of every book Carax has written. In fact, Daniel may have the last of Carax's books in existence. Soon Daniel's seemingly innocent quest opens a door into one of Barcelona's darkest secrets—an epic story of murder, madness, and doomed love.

The Last Lecture Harvard Business Press

In this poignant novel from the bestselling author of *Where the Story Starts*, an extraordinary final wish brings five lives together forever. Just turned eighteen, Romany is on the cusp of taking her first steps into adulthood when tragedy strikes, and she finds herself suddenly alone without her mother, Angie, the only parent she has ever known. In her final letter, Angie has charged her four closest friends with guiding Romany through her last year of school—but is there an ulterior motive to her unusual dying wish? Each of the four guardians possesses an outlook on life that Angie wants to give her daughter as a legacy. Three of them have known each other since university: the eternally nomadic and exotically named Tiger; the shy and practical Leon with his untapped musical genius; and Maggie, a brilliant lawyer who doesn't know her own abilities. But the fourth guardian is a mystery to the others: they've never even heard of former model Hope before... As the guardians

reflect on their friendship with Angie, it becomes apparent that this unusual arrangement is as much about them as it is about Romany. Navigating their grief individually and as a group, what will all five of them learn about themselves, their pasts—and the woman who's brought them all together?

Expect to Win John Wiley & Sons

Surprising secrets of success from some of America's women leaders; all the things a mentor would tell you are revealed in this mentor-in-a-book. Sheila Wellington, the president of Catalyst, draws on Catalyst research, contacts, and know-how to tell you how to understand the unspoken rules in the real world of work today and how to get ahead. Catalyst studies reveal that having a mentor is the crucial key to success at work, and it's the single advantage men usually have, and women usually don't. Even at the best organizations for women, there is still a shortage of mentors. *Be Your Own Mentor* becomes that mentor for you, providing through stories and eye-opening advice a step-by-step guide to advancement. How to master the art of networking, how to create opportunities to gain experience and visibility, how to manage time, how to negotiate salary, and much, much more is discussed, as you learn from leading women how they got where they are, the mistakes they feel they've made along the way, and how they created lives of achievement and satisfaction. Hear from women such as Carly Fiorina (CEO, Hewlett-Packard), Cathleen Black (president, Hearst Magazines), Judith Rodin (president, University of Pennsylvania), and Andrea Jung (president and CEO, Avon). From that first resume all the way to the CEO's office, *Be Your Own Mentor* guides you along your path to success. *Be Your Own Mentor* gives advice from top women on how to: Devise a short-term and long-term career strategy Gain visibility in the workplace and in your field Create opportunities to gain valuable experience Change your career path Negotiate salary Balance work and family And much, much more...

How to Navigate Clueless Colleagues, Lunch-Stealing Bosses, and the Rest of Your Life at Work W.

W. Norton & Company

2018 Newbery Honor Book and Coretta Scott King Author Award Winner 'Important and deeply moving' JOHN GREEN 'Timely and timeless' JACQUELINE WOODSON Jade is a girl striving for success in a world that seems like it's trying to break her. She knows she needs to take every opportunity that comes her way. And she has: every day Jade rides the bus away from her friends to a private school where she feels like an outsider, but where she has plenty of opportunities. But some opportunities Jade could do without, like the mentor programme for 'at-risk' girls. Just because her mentor is black doesn't mean she understands where Jade is coming from. Why is Jade always seen as someone to fix? But with a college scholarship promised at the end of it, how can Jade say no? Jade feels like her life is made up of hundreds of conflicting pieces. Will it ever fit together? Will she ever find her place in the world? More than anything, Jade just wants the opportunity to be real, to make a difference. NPR's Best Books of 2017 A 2017 New York Public Library Best Teen Book of the Year Chicago Public Library's Best Books of 2017 A School Library Journal Best Book of 2017 Kirkus Reviews' Best Teen Books of 2017 2018 Josette Frank Award Winner

Career Strategies for Asians Delacorte Press

In this instant and tenacious New York Times bestseller, Nike founder and board chairman Phil Knight "offers a rare and revealing look at the notoriously media-shy man behind the swoosh" (Booklist, starred review), illuminating his company's early days as an intrepid start-up and its

evolution into one of the world's most iconic, game-changing, and profitable brands. Bill Gates named *Shoe Dog* one of his five favorite books of 2016 and called it "an amazing tale, a refreshingly honest reminder of what the path to business success really looks like. It's a messy, perilous, and chaotic journey, riddled with mistakes, endless struggles, and sacrifice. Phil Knight opens up in ways few CEOs are willing to do." Fresh out of business school, Phil Knight borrowed fifty dollars from his father and launched a company with one simple mission: import high-quality, low-cost running shoes from Japan. Selling the shoes from the trunk of his car in 1963, Knight grossed eight thousand dollars that first year. Today, Nike's annual sales top \$30 billion. In this age of start-ups, Knight's Nike is the gold standard, and its swoosh is one of the few icons instantly recognized in every corner of the world. But Knight, the man behind the swoosh, has always been a mystery. In *Shoe Dog*, he tells his story at last. At twenty-four, Knight decides that rather than work for a big corporation, he will create something all his own, new, dynamic, different. He details the many risks he encountered, the crushing setbacks, the ruthless competitors and hostile bankers—as well as his many thrilling triumphs. Above all, he recalls the relationships that formed the heart and soul of Nike, with his former track coach, the irascible and charismatic Bill Bowerman, and with his first employees, a ragtag group of misfits and savants who quickly became a band of swoosh-crazed brothers. Together, harnessing the electrifying power of a bold vision and a shared belief in the transformative power of sports, they created a brand—and a culture—that changed everything.

[Iron John](#) Harper Collins

Instant Wall Street Journal Bestseller! Congratulations, you're a manager! After you pop the champagne, accept the shiny new title, and step into this thrilling next chapter of your career, the truth descends like a fog: you don't really know what you're doing. That's exactly how Julie Zhuo felt when she became a rookie manager at the age of 25. She stared at a long list of logistics--from hiring to firing, from meeting to messaging, from planning to pitching--and faced a thousand questions and uncertainties. How was she supposed to spin teamwork into value? How could she be a good steward of her reports' careers? What was the secret to leading with confidence in new and unexpected situations? Now, having managed dozens of teams spanning tens to hundreds of people, Julie knows the most important lesson of all: great managers are made, not born. If you care enough to be reading this, then you care enough to be a great manager. *The Making of a Manager* is a modern field guide packed everyday examples and transformative insights, including: * How to tell a great manager from an average manager (illustrations included) * When you should look past an awkward interview and hire someone anyway * How to build trust with your reports through not being a boss * Where to look when you lose faith and lack the answers Whether you're new to the job, a veteran leader, or looking to be promoted, this is the handbook you need to be the kind of manager you wish you had.

A Memoir by the Creator of Nike Vintage

Forget a Mentor, Find a Sponsor *The New Way to Fast-Track Your Career* Harvard Business Review Press

Strategies to Grow Your Business, Profits, and Potential Harvard Business Press

Newbery Award-winning author Matt de la Peña's *We Were Here* is a "fast, funny, smart, and heartbreaking" novel [Booklist]. When it happened, Miguel was sent to Juvi. The judge gave him a

year in a group home—said he had to write in a journal so some counselor could try to figure out how he thinks. The judge had no idea that he actually did Miguel a favor. Ever since it happened, his mom can't even look at him in the face. Any home besides his would be a better place to live. But Miguel didn't bet on meeting Rondell or Mong or on any of what happened after they broke out. He only thought about Mexico and getting to the border to where he could start over. Forget his mom. Forget his brother. Forget himself. Life usually doesn't work out how you think it will, though. And most of the time, running away is the quickest path right back to what you're running from. From the streets of Stockton to the beaches of Venice, all the way to the Mexican border, *We Were Here* follows a journey of self-discovery by a boy who is trying to forgive himself in an unforgiving world. "Fast, funny, smart, and heartbreaking...The contemporary survival adventure will keep readers hooked."-Booklist "This gripping story about underprivileged teens is a rewarding read."-VOYA "A furiously paced and gripping novel."-Publishers Weekly "A story of friendship that will appeal to teens and will engage the most reluctant readers."-Kirkus Reviews An ALA-YALSA Best Book for Young Readers An ALA-YALSA Quick Pick for Reluctant Readers A Junior Library Guild Selection [Piecing Me Together](#) Bloomsbury Publishing

The bestselling co-author of the legendary *The One Minute Manager*® and a former Twitter executive join forces to create the ultimate guide to creating powerful mentoring relationships While most people agree that having a mentor is a good thing, they don't know how to find one or use one. And despite widespread approval for the idea of being a mentor, most people don't think they have the time or skills to do so. Positive mentoring relationships can change the way we lead and help us succeed. In *One Minute Mentoring*, legendary management guru Ken Blanchard and Claire Diaz-Ortiz, a former Twitter executive and early employee, combine their knowledge to provide a systematic approach to intergenerational mentoring, giving readers great insight into the power and influence of mentoring and encouraging them to pursue their own mentoring relationships. Using his classic parable format, Blanchard explains why developing effective communication and relationships across generations can be a tremendous opportunity for companies and individuals alike. *One Minute Mentoring* is the go-to source for learning why mentoring is the secret ingredient to professional and personal success.

[10 Proven Strategies for Thriving in the Workplace](#) Forget a Mentor, Find a Sponsor *The New Way to Fast-Track Your Career*

The instant #1 New York Times bestseller. In time for the twentieth anniversary of 9/11, master storyteller Alan Gratz (Refugee) delivers a pulse-pounding and unforgettable take on history and hope, revenge and fear -- and the stunning links between the past and present. September 11, 2001, New York City: Brandon is visiting his dad at work, on the 107th floor of the World Trade Center. Out of nowhere, an airplane slams into the tower, creating a fiery nightmare of terror and confusion. And Brandon is in the middle of it all. Can he survive -- and escape? September 11, 2019, Afghanistan: Reshmina has grown up in the shadow of war, but she dreams of peace and progress. When a battle erupts in her village, Reshmina stumbles upon a wounded American soldier named Taz. Should she help Taz -- and put herself and her family in mortal danger? Two kids. One devastating day. Nothing will ever be the same.

[Lean In](#) Simon and Schuster

NATIONAL BESTSELLER • WINNER OF THE PULITZER PRIZE • A searing, post-apocalyptic novel about a father and son's fight to survive, this "tale of survival and the miracle of goodness only adds to McCarthy's stature as a living master. It's gripping, frightening and, ultimately, beautiful" (San Francisco Chronicle). A father and his son walk alone through burned America. Nothing moves in the ravaged landscape save the ash on the wind. It is cold enough to crack stones, and when the snow falls it is gray. The sky is dark. Their destination is the coast, although they don't know what, if anything, awaits them there. They have nothing; just a pistol to defend themselves against the lawless bands that stalk the road, the clothes they are wearing, a cart of scavenged food—and each other. *The Road* is the profoundly moving story of a journey. It boldly imagines a future in which no hope remains, but in which the father and his son, "each the other's world entire," are sustained by love. Awesome in the totality of its vision, it is an unflinching meditation on the worst and the best that we are capable of: ultimate destructiveness, desperate tenacity, and the tenderness that keeps two people alive in the face of total devastation.

The 5AM Club Random House

Master your game from the inside out! With more than 800,000 copies sold since it was first published thirty years ago, this phenomenally successful guide has become a touchstone for hundreds of thousands of people. Not just for tennis players, or even just for athletes in general, this handbook works for anybody who wants to improve his or her performance in any activity, from playing music to getting ahead at work. W. Timothy Gallwey, a leading innovator in sports psychology, reveals how to • focus your mind to overcome nervousness, self-doubt, and distractions • find the state of "relaxed concentration" that allows you to play at your best • build skills by smart practice, then put it all together in match play Whether you're a beginner or a pro, Gallwey's engaging voice, clear examples, and illuminating anecdotes will give you the tools you need to succeed. "Introduced to *The Inner Game of Tennis* as a graduate student years ago, I recognized the obvious benefits of [W. Timothy] Gallwey's teachings. . . . Whether we are preparing for an inter-squad scrimmage or the National Championship Game, these principles lie at the foundation of our program."—from the Foreword by Pete Carroll

We Were Here Random House

An essential career guide for every Asian American—and all their co-workers and managers—that explains how traditional Asian cultural values are at odds with Western corporate culture. Leading Asian American career coach and advocate Jane Hyun explains that the lack of Asian Americans in

executive suite positions is brought about by a combination of Asian cultures and traditions strait-jacketing Asian Americans in the workplace, and how the group's lack of vocal affirmation in popular media and culture, afflicts them with a "perpetual foreigner syndrome" in the eyes of Americans who don't know enough to understand the challenges placed on Asian Americans in the corporate environment. Filled with anecdotes and case studies from her own consulting experience covering the gamut of Asian Americans from various backgrounds, the book discusses how being Asian affects the way they interact with colleagues, managers, and clients, and will offer advice and real world solutions while exposing the challenges encountered. For the Asian reader, the book will help them to see the cultural barriers they subconsciously place in their own career paths and how to overcome them. For the non-Asian reader, the book serves as a primer for promoting optimal working relationships with Asians, and will help start a dialogue that will benefit all.

How to Get Ideas Henry Holt

WITH FEATURETTES FROM NICHOLAS SPARKS AND THE MOVIE CAST, DELETED SCENES, MUSIC VIDEO, AND MORE! IN THEATERS OCTOBER 17, 2014! Starring Michelle Monaghan, James Marsden, Luke Bracey, and Liana Liberato "Everyone wanted to believe that endless love was possible. She'd believed in it once, too, back when she was eighteen." In the spring of 1984, high school students Amanda Collier and Dawson Cole fell deeply, irrevocably in love. Though they were from opposite sides of the tracks, their love for one another seemed to defy the realities of life in the small town of Oriental, North Carolina. But as the summer of their senior year came to a close, unforeseen events would tear the young couple apart, setting them on radically divergent paths. Now, twenty-five years later, Amanda and Dawson are summoned back to Oriental for the funeral of Tuck Hostetler, the mentor who once gave shelter to their high school romance. Neither has lived the life they imagined . . . and neither can forget the passionate first love that forever changed their lives. As Amanda and Dawson carry out the instructions Tuck left behind for them, they realize that everything they thought they knew -- about Tuck, about themselves, and about the dreams they held dear -- was not as it seemed. Forced to confront painful memories, the two former lovers will discover undeniable truths about the choices they have made. And in the course of a single, searing weekend, they will ask of the living, and the dead: Can love truly rewrite the past?

Lose the Resume, Land the Job Lake Union Publishing

Today's job seekers need to "lose the resume" in order to land the right job. In this guide, Burnison shares the new rules of engagement in which seekers must learn to tell a story about themselves that speaks to their competencies, purpose, passion, and values.