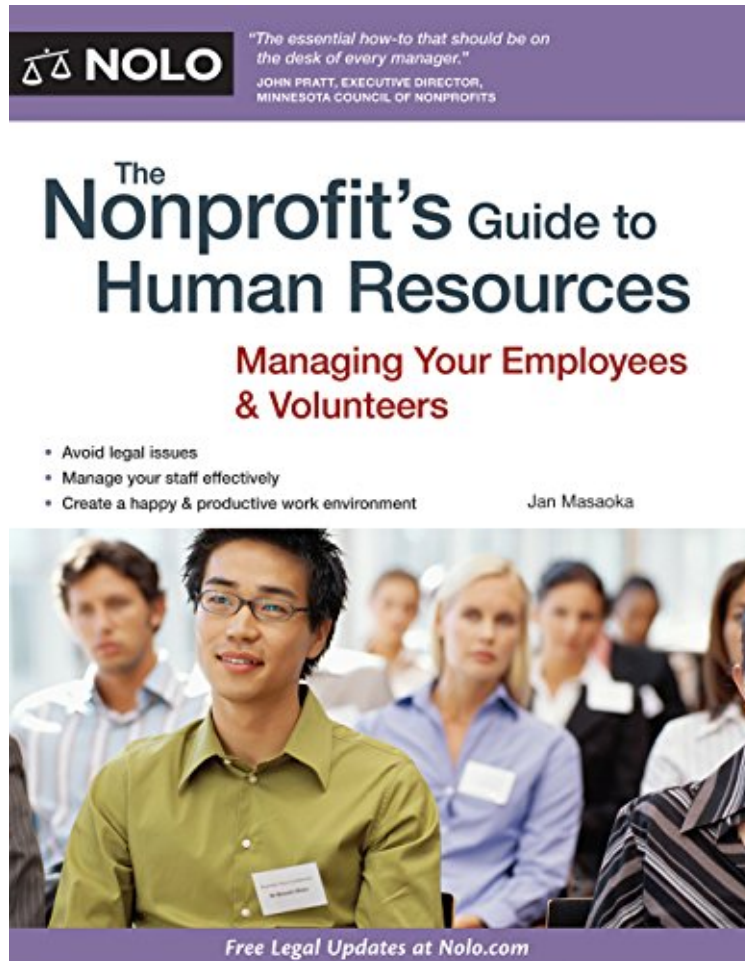


(Ebook free) The Nonprofit's Guide to Human Resources: Managing Your Employees Volunteers

# The Nonprofit's Guide to Human Resources: Managing Your Employees Volunteers

Jan Masaoka

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**Jan Masaoka : The Nonprofit's Guide to Human Resources: Managing Your Employees Volunteers** before purchasing it in order to gage whether or not it would be worth my time, and all praised The Nonprofit's Guide to Human Resources: Managing Your Employees Volunteers:

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The nonprofit workplace has a culture of its own, shaped largely by the organization's mission and the staff attracted to the mission, which can include large numbers of volunteers. And with many of today's nonprofits operating on a slim budget, chances are you're fulfilling more than one role in the organization and can use some focused guidance! Geared to this unique culture, *The Nonprofit's Guide to Human Resources* provides legal and "good practice" information for anyone in charge of HR at small to medium sized organizations. Whatever your title and experience level, you'll learn how to identify, face and resolve daily legal issues related to: hiring, including screening, testing, background checks and interviewing salaries and benefits, including FMLA and comp time firings, layoffs and time reductions determining suitable volunteer positions and recruiting and training for them employee communications and other administrative tasks managing a multi-racial, multicultural and multi-generational workforce handling an organization in crisis *The Nonprofit's Guide to Human Resources* offers the sound legal information found in Nolo's other books for employers while addressing specific nonprofit issues you're likely to encounter, such as the board of directors' role in HR, and managing volunteers. Throughout the book you'll find helpful tips and lessons learned (the hard way!) from expert advisers in various areas of HR management, from hiring to unions.

"Great nonprofits are driven by great talent. Getting great talent depends on attracting, choosing and supporting great people. *The Nonprofit's Guide to Human Resources* offers a systematic method for recruiting and retaining the right talent to fuel a nonprofit to achieve its all-important mission." Nora Silver, Director, Center for Nonprofit and Public Leadership  
About the Author Jan Masaoka is a leading writer and thinker on nonprofit organizations and has decades of experience consulting to nonprofits in board work, finance, and strategy. She is currently the director and editor-in-chief of *Blue Avocado*, an influential online nonprofit magazine with 62,000 subscribers. She was the executive director for 14 years at *CompassPoint Nonprofit Services*, a national consulting and training firm for nonprofits based in San Francisco and Silicon Valley. She lives in the San Francisco Bay Area.