

You have just started a new job and you find that the employees do not particularly talk together. They have lots of autonomy within their own jobs, but for the most part, they also just remain in their offices. No one offers to go out to lunch, give you an orientation of department procedures, or let you know what projects they are working on. They say “hello” if they meet you outside their office, but then comment, “if you have any questions, just let me know,” as they go back into their offices and to their work. You know that there should be an organizational culture and ways to help new employees be assimilated, but the mechanisms do not seem to exist with your new job.

Case Study: Human Resource Management

1. You were appointed (not elected) director of parks and recreation, what type of director or administrator would you try to be and why?
2. What can you do now to help yourself and the organizational culture?
3. What should your Mayor have done to prepare for your coming?
4. What can you as director do now to help department assimilation?
5. Making sure to include all the essential items, develop a table of contents for an administrative manual for your park and recreation department.
6. What type of formal organizational structure would you try to establish and why?
Include an organizational Chart (Cranberry-style)

Be thorough either a pros/cons or SWOT analysis should be performed prior to answering these questions to use as an outline. For this case study, you must consider the #1 using either.

| | 0 pts | 1 pts | 2 pts | 3 pts | 4 pts |
|---------------------------------------|--|----------------|---|----------------|---|
| Analysis - | Writing does not reflect an understanding of concepts and main ideas of the case material regarding human resource management. | Degree ↔--→ | Writing reflects an understanding of theories, concepts and main ideas of case material regarding human resource management. | Degree ↔--→ | Writing reflects a in-depth understanding of theories, concepts and main ideas of case material regarding human resource management. |
| Scope and comprehension | Not all assigned parts of case represented in range of topics. | Degree ↔--→ | Half of assigned case represented in range of topics. | Degree ↔--→ | A full range of case topics are covered well and in depth. |
| Writing technique and clarity | Writing is unclear and hard to understand. Contains errors in grammar, punctuation and/or spelling. | Degree ↔--→ | Writing is generally clear, unnecessary words are occasionally used. Paragraph or sentence structure is too repetitive. Few errors in grammar, punctuation and/or spelling. | Degree ↔--→ | Writing is crisp, clear and succinct. Writer incorporates an active voice when appropriate with supporting ideas and examples. No errors in grammar, punctuation and/or spelling. |
| Integration of course material | Student did not demonstrate integration of related text material. | Degree ↔--→ | Integration of text material is demonstrated a few errors were evident. References used | Degree ↔--→ | Integration of text material is evident and essential information was accurate and complete. Well referenced |
| Pros/Cons or SWOT Analysis | Student did not develop a pro/con or SWOT analysis | | Pros/Cons or SWOT analysis performed, facts incomplete or to brief | | Pros/Cons or SWOT completed, analysis includes grounded principles from text. Thorough. |
| Due date | Assignment was not submitted to BB dropbox by the due date. | Degree ↔--→ | Assignment was submitted to Bb dropbox by due date. | Degree ↔--→ | Assignment was placed in the Bb drop box by due date. |
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