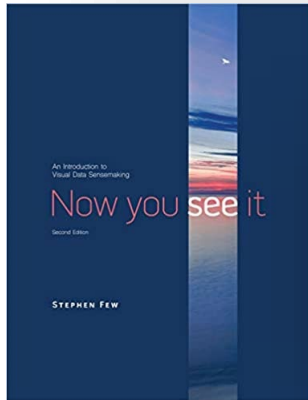


The reading list was prepared by Education and Training and designed to promote continuous personal development, and self-growth across all CAP ranks. Drawing from a diverse set of reading subjects and areas, members broaden their knowledge base beyond personal experiences to thrive in any environment. Leaders are readers!



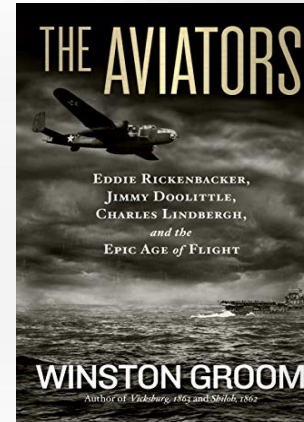


## TOP PICKS



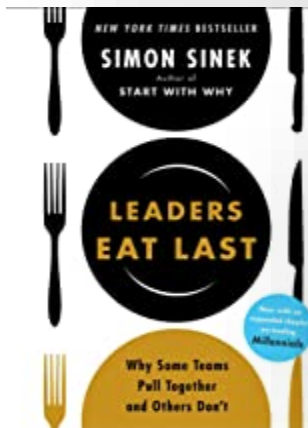
### Now You See It (2d Ed) By Stephen Few

Before you can present information to others, you must understand its story. *Now You See It* teaches the concepts, principles, and practices of visual data sensemaking.



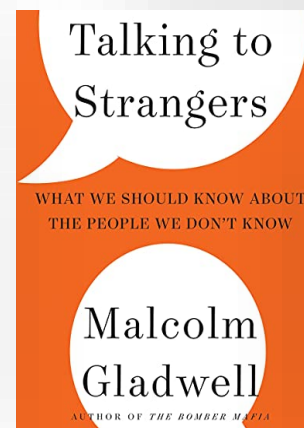
### The Aviators By Winston Groom

Groom covers the fascinating story of three extraordinary heroes who defined aviation during the great age of flight: Charles Lindbergh, Eddie Rickenbacker, and Jimmy Doolittle.



### Leaders Eat Last By Simon Sinek

Too many workplaces are driven by cynicism, paranoia, and self-interest. But the best ones foster trust and cooperation because their leaders build what Sinek calls a "Circle of Safety" that separates the security inside the team from the challenges outside. Leaders eat last.



### Talking to Strangers By Malcolm Gladwell

Gladwell offers an examination of our interactions with strangers, and why they often go wrong. Because we don't know how to talk to strangers, we are inviting conflict and misunderstanding in our lives.

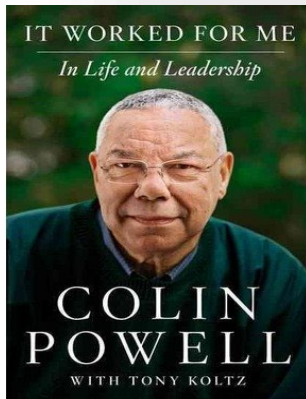


*Additional Recommendations for Staff Sergeants /  
Technical Sergeants / Flight Officers & Lieutenants*

Recommended Reads		
Book Title	Authors	Description
Blind Spot	Mahzarin Banaji Anthony Greenwald	Banaji and Greenwald question the extent to which our perceptions of social groups without our awareness or conscious control shape our likes and dislikes and our judgments about people's character, abilities, and potential.
Atomic Habits	James Clear	No matter your goals this book offers a proven framework for improving every day. Drawing upon from the ideas of biology, psychology and others, Clear creates an easy-to-understand guide for improvement.
Multipliers	Liz Wiseman	Wiseman explores various leadership styles in this book persuasively showing how Multipliers can have a positive and profitable effect on organizations.
QBQ! The Question Behind the Question	John Miller	A lack of personal accountability has resulted in an epidemic of blame, complaining, and procrastination. No organization can achieve goals without accountability. Miller provides a simple method for putting more into daily action.
All Blood Runs Red	Phil Keith Tom Clavin	Keith and Clavin provide an inspiring story of an American hero and the first African American military pilot.
Annotated Memoirs of Ulysses S. Grant	Elizabeth Samet	Samet provides commentary and additional context on the memoirs of General Ulysses S. Grant.
The E-myth Revisited	Michael Gerber	Commonplace assumptions can get in the way of running a business. Gerber clarifies the distinction between working on your business and working in your business, offering insights to grow your services in a predicable and productive way.
Sin and Syntax: How to Craft Wicked Good Prose	Constance Hale	Everyone needs to know how to write stylish prose. Hale is on a mission to make creative communication an option for all.

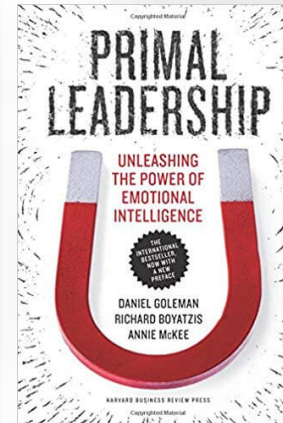


## TOP PICKS



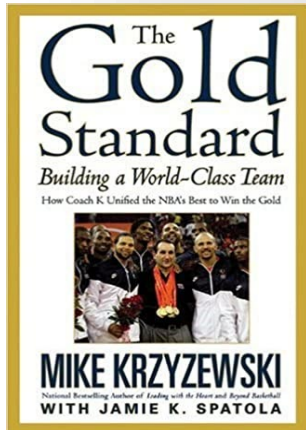
### It Worked For Me: In Life and Leadership By Colin Powell

A message of strength and endurance from a man who dedicated his life to public service, *It Worked for Me* is a book with the power to show readers everywhere how to achieve success.



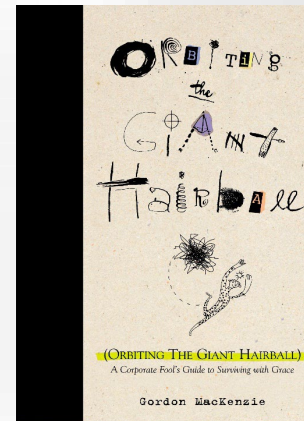
### Primal Leadership: By Daniel Goleman, Richard Boyatzis & Annie McKee

The book that established “emotional intelligence” in the business lexicon. Great leaders move us. They ignite our passion and inspire the best in us.



### The Gold Standard: Building a World Class Team By Mike Krzyzewski

Half a book on basketball, half a book on management techniques, *The Gold Standard* captures Coach K’s style and approach to getting different (and sometimes difficult) people to work hard and succeed in reaching a common goal.



### Orbiting the Giant Hairball By Gordon MacKenzie

Creativity is critical to success. But too often even innovative organizations become “giant hairballs” tangled with rules. MacKenzie covers the lessons of fostering creative genius beyond the admin mindsets.



*Additional Recommendations for Master Sergeants /  
Senior Master Sergeants & Captains*

Recommended Reads		
Book Title	Authors	Description
Connection Culture (2d ed)	Michael Lee Stallard	Creating a thriving organization where employees feel valued, the environment is energized, and high productivity and innovation are the norm requires a leader who fosters a culture of connection. Stallard challenges readers to set the bar high and keep reaching.
Extreme Ownership	Jocko Willink Leif Babin	Detailing the mindset and principles that enable US Navy SEAL units to accomplish the most difficult combat missions, <i>Extreme Ownership</i> demonstrates how to apply them to any team in any leadership environment.
The Essential Wooden	John Wooden Steve Jamison	Coach Wooden unpacks his famous Pyramid of Success in this book and offers perspectives on achieving competitive greatness with his insights on human nature. Wooden's hand picked advice and opinions help leaders build dedicated teams who can perform under pressure.
Turn the Ship Around	David Marquet	A story of a Naval Academy graduate and experienced officer selected for submarine command, <i>Turn the Ship Around</i> offers insights by the author in how to achieve leadership at all levels and by using the model of giving control to subordinates and creating leaders.
Switch: How to Change Things When Change is Hard	Chip Heath Dan Heath	Why is it so hard to make change? The primary obstacle is a conflict that's built into our brains. Psychologists have discovered our minds are ruled by two systems: the rational and the emotional mind. This book shows that successful changes follow a pattern which you can use to make changes that matter to you.
Good to Great	Jim Collins	Collins, and his team of researchers identified 11 elite companies that made the leap from simply "good" to "great" performance. By introducing us to the time-tested business ideas of Level 5 Leaders, The Hedgehog Concept, and A Culture of Discipline.
The Leadership Challenge	James Kouzes Barry Posner	The Leadership Challenge is how leaders mobilize others in an effort to get extraordinary things done inside companies & organizations. The five practices of Exemplary Leadership®, which allow leaders to bridge the chasm between just getting things done & actually making great things happen.
First, Break all the Rules	Marcus Buckingham	In this longtime management bestseller, the author presents the remarkable findings of Gallup's in-depth study of more than 80,000 managers. The data reveals that despite varying backgrounds and styles, great managers share one common trait – they don't hesitate to break sacred business rules.





## TOP PICKS

TIMOTHY R. CLARK

### The 4 Stages of Psychological Safety By Timothy Clark

#### THE 4 STAGES OF PSYCHOLOGICAL SAFETY

Defining the Path  
to Inclusion and Innovation

A hands-on guide that shows how leaders can build psychological safety in their organizations, creating an environment where employees feel included, fully engaged, and encouraged to give their best effort.

#### Why Should the Boss Listen to You?



The  
**Seven** Disciplines  
of the Trusted Strategic Advisor

James E. Lukaszewski

### Why Should the Boss Listen to You? By James Lukaszewski

This is a book about gaining influence and becoming a key trusted advisor. It is for everyone who advises leaders and senior managers across any discipline.

#### THE CULTURE CODE



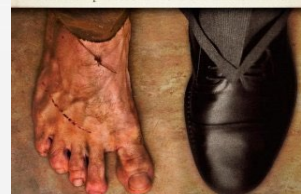
DANIEL COYLE  
NEW YORK TIMES BESTSELLING  
author of THE TALENT CODE

### The Culture Code By Daniel Coyle

Where does great culture come from? How do you build and sustain it in your group, or strengthen a culture that needs fixing. *The Culture Code* offers a roadmap for creating an environment where innovation flourishes and expectations are exceeded.

#### LEADING with HONOR

Leadership Lessons from the Hanoi Hilton



Lee Ellis  
Foreword by Senator John McCain

### Leading with Honor: Leadership Lessons from the Hanoi Hilton By Lee Ellis

How did American leaders in North Vietnam POW camps inspire followers for multiple years to remain committed? Ellis candidly talks about his experiences and how they apply to modern leadership.



*Additional Recommendations for Chief Master  
Sergeants / Majors, Lieutenant Colonels, & Colonels*

Recommended Reads		
Book Title	Authors	Description
Leadershift	John Maxwell	Change is so rapid today that leaders must do more than stay the course to stay successful. Maxwell offers his eleven shifts to help leaders make the changes needed to positively enhance organizational and personal growth.
A Passion for Leadership	Robert Gates	Having led at three monumental organizations-the CIA, Texas A&M, and the DoD, Gates offers us the ultimate insider's look at how major bureaus, organizations and companies can be transformed, which is by turns heartening and inspiring.
The 5 Languages of Appreciation in the Workplace	Gary Chapman Paul White	Most relational problems in organizations flow from this question: do people feel appreciated? After reading about the tools in this book, Chapman and White hope your answer becomes "yes."
Essentialism: The Disciplined Pursuit of Less	Greg McKeown	<i>Essentialism</i> is a piece about applying systematic discipline for discerning what is absolutely essential, and eliminating everything that is not, so we can make the highest contributions towards things that matter.
High-Performance Ethics	Wes Cantrell James Lucas	Cantrell and Lucas outline ways to make ethical decisions that lead to highly successful business practices.
The Effective Executive	Peter Drucker	The measure of a truly effective executive is the ability to get the right things done. The Effective Executive outlines the five practices that are essential to business management.
Drive	Daniel Pink	Most people believe that the best way to motivate is with rewards like money—the carrot-and-stick approach. The new world of work that Pink describes in <i>Drive</i> is built on leaders finding innovative and creative ways to tap into deep-seated desires: the need to be autonomous in our work, to get better at what we like to do and to find greater purpose in life.
True North	Bill George	True North shows how anyone who follows their internal compass can become an authentic leader.