



## **Essentials of Public Service: An Introduction to Contemporary Public Administration**

*Mary E. Guy , Todd L. Ely*

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*Essentials of Public Service* is the most accessible, student-friendly introductory Public Administration text on the market. The book prepares students for careers in today's public service, whether in government or nonprofits. Each chapter teaches the public service context, essential public service skills, and what it takes to do the job, whether managing or providing direct service.

The book is written for both today's and tomorrow's public service. In addition to standard chapters on leading, organizing, budgeting, and staffing, this book offers chapters on contracting, financial management in government as well as nonprofits, legal issues, digital democracy, and public integrity, all within a constitutional frame of reference. In our interconnected system of government, nonprofits, and public/private partnerships, students will learn how all the parts fit together.

"*Essentials of Public Service* is a thoroughly modern and fresh take on today's public administration. While reinforcing classic questions of service to citizens and the fundamental distinctiveness of the public service context, the authors also comprehensively explore new challenges in the public service, such as accountability in a digital age, coproduction, contracting, and effective performance management. What makes this text truly new is how well designed it is to *teach* public service. These two leading scholars write in a voice that really speaks to those in the field, with innovative and illustrative cases and multimedia examples from real public administrators." (Jessica Sowa, University of Baltimore)

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