

PEBSAS : JURNAL PENDIDIKAN BAHASA DAN SASTRA

Management of Teachers and Educational Staff: Their Roles and Importance in Enhancing the Quality of Learning

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ABSTRACT

The management of teachers and educational staff plays a crucial role in enhancing the quality of learning. Effective management of teachers and educational staff is essential for reinforcing the foundation of quality education by providing the necessary resources and support for educators to excel in their teaching. This research aims to explore the roles of teacher and educational staff management in delivering quality education, assess the competencies of teachers and educational staff in improving the quality of learning, and enhance learning quality through effective management. The study utilizes advanced research methods, employing a qualitative approach through a literature review from various relevant sources to examine the roles of teacher and educational staff management in improving the quality of education. Therefore, this research is expected to provide a deeper understanding of the roles and importance of teacher and educational staff management in enhancing the quality of learning.

Key Words: Management, Teachers and Educational Staff, Learning Quality.

INTRODUCTION

The management of teachers and educational staff holds a crucial role in the context of education. Teachers and education staff have tasks and functions that impact schools in addressing the shortage of educators and educational staff through recruitment, mentoring, and development. Their roles are at the core of educational efforts, and professional development is achieved through individual learning. Despite their tasks being defined by laws, challenges still exist in optimizing their roles in the learning process. Therefore,

effective management of educational personnel should be implemented by school leaders to harness educational staff optimally. In this context, research and the development of effective teaching strategies can help enhance the quality of learning and support the improvement of students' abilities, making this topic highly urgent in the effort to improve learning quality.

In the field of the study of teacher and educational staff management, several issues require attention. Some of these include qualifications and competencies, performance management, the roles of teachers and educational staff, and the management of educational personnel. Challenges in enhancing the quality of educators and educational staff, including qualifications, competencies, and professional development, are the primary focus. Additionally, the management of the performance of educational personnel is a major concern, encompassing mentoring, development, and competence improvement. The active roles of teachers and educational staff in improving the quality of learning and employee satisfaction are also key considerations. Effective management is needed to harness educational personnel optimally, including planning, acquisition, mentoring, and development. Therefore, a deep understanding and addressing of these issues are crucial efforts to improve the quality of learning.

Research by Nata Abuddin (2003) discusses "Educational Management," highlighting the tasks and functions of the school principal as a complex leader in creating a quality school. This study emphasizes the role of the school principal in managing teachers and staff, as well as the importance of developing management practices with a high commitment to educators and creating a harmonious work environment. The research also underscores the role of teachers as functional forces in leading a school. These findings provide a comprehensive overview of the issues and efforts to improve the quality of learning through the management of teachers and educational staff.

Research by Suratman (2010) delves into the “Teacher’s Abilities Towards Learner’s Abilities,” emphasizing the relationship between teacher capabilities and learner abilities in shaping the individual character of students. This study underscores the crucial role of teachers in developing the potential of learners to become individuals who are faithful, pious, morally upright, healthy, knowledgeable, skilled, creative, independent, and responsible. Additionally, the research highlights that, to enhance the quality of education, teachers as educators hold a highly important and strategic position in the development of learners’ potential. These findings provide a comprehensive overview of the role of teachers in shaping the character of learners and efforts to improve the quality of education.

Research by Fasli Jalal and Dedi Supriyadi (2001) addresses “Educator and Educational Staff Standards,” emphasizing the importance of developing management practices with a high commitment to educators and creating a harmonious work environment. They cite World Bank reports highlighting issues concerning teachers and educational staff, with an emphasis that teachers are central to efforts to improve the quality of education. This research offers a comprehensive overview of the issues and efforts to enhance the quality of education through the management of teachers and educational staff. From these studies, it is evident that the management of teachers and educational staff plays a crucial role in improving the quality of learning. These research works provide a comprehensive overview of the issues and efforts to enhance the quality of learning through the management of teachers and educational staff.

While there are existing studies addressing educators and educational staff in efforts to improve the quality of education, there remains potential for further and more specific research on how to enhance the quality of learning through effective management of teachers and educational staff. Therefore, this research is necessary to elevate the standard of learning.

The focus of this study is to uncover the roles of teachers and educational staff in improving the quality of learning. The objectives include exploring the roles of teacher and educational staff management in delivering quality education, assessing the competencies of teachers and educational staff in improving the quality of learning, and enhancing learning quality through effective management. Additionally, the research aims to evaluate the duties and responsibilities of educators and the importance of teacher and educational staff management in improving the quality of education. Thus, the goal of this research is to provide a deeper understanding of the roles and importance of the management of teachers and educational staff in enhancing the quality of learning.

METHODS

The research design is clearly described and appropriate for the purpose of the study. The purpose, content and usage of data collection tools are explained and justified.

Research design

This study employs a qualitative approach, conducting a literature review from various reliable sources, including academic journals, educational conferences, and scholarly publications related to the management of teachers and educational staff. The research design focuses on gathering contemporary information about the roles and importance of teacher and educational staff management in enhancing the quality of learning.

Research site and participants

The research utilizes secondary data obtained from trustworthy and verified sources. The literature review is conducted to collect up-to-date information on the roles and importance of teacher and educational staff management in improving the quality of learning. The study does not involve direct interaction with specific participants but relies on the analysis of existing literature.

Data collection and analysis

A descriptive approach is employed to analyze and present information obtained from relevant literature. This descriptive approach aims to provide a clear overview of the roles of teacher and educational staff management in the context of improving educational quality. Systematic analysis of data from the literature review is conducted to identify key findings related to the roles of teacher and educational staff management in enhancing the quality of learning. Data analysis involves comparing and summarizing information from various relevant literature sources.

FINDINGS AND DISCUSSION

Educational management plays a central role in shaping and enhancing the overall education system. This involves strategic planning, efficient organization, effective guidance, and careful control of educational resources to achieve specific goals. The role of educational management becomes increasingly crucial, especially in the context of managing teachers and educational staff. Teachers and education staff, who are at the forefront of the education system, have a direct impact on the quality of education by imparting knowledge, shaping the minds of students, and creating a positive learning environment.

Educational managers, including school principals, bear a crucial responsibility in overseeing and supporting teachers and staff to ensure the implementation of effective teaching and learning practices (Jaya, 2022). The significance of educational managers, particularly school principals, in enhancing the quality of education is emphasized by various sources, including Zhang (2022). Their roles involve directing school progress, overseeing teaching and learning activities, and ensuring the overall success of the educational institution. Without careful educational management, the integrity of the teaching and learning experience may be compromised, potentially leading to a decline in educational outcomes (Jaya, 2022).

A. Definition of Management

The term "management" originates from the Latin words "manus," meaning "hand," and "agere," meaning "to do." In a combined sense, "managere" implies handling, organizing, and creating something according to desire by utilizing all available resources (Asmendri, 2012:1). Therefore, management can be explained as "working with people to achieve organizational goals by performing planning, organizing, staffing, directing and leading, as well as supervising functions."

B. Definition of Educators and Educational Staff

Educators play a crucial role in educational institutions as agents of change and individuals who educate, guide, mentor, and evaluate their learners (Ayubi & Wibowo, 2020). The Republic of Indonesia Law No. 20 of 2003 states that educators are competent educational personnel, including teachers, lecturers, mentors, tutors, educational trainers, government officers, instructors, facilitators, and others. In Law No. 14 of 2005, a teacher is defined as an educator with the primary task of educating, teaching, guiding, directing, training, assessing, and evaluating learners in early childhood education.

C. Roles and Responsibilities of Educators:

According to Law No. 20/2003, educators' duties involve planning and implementing the learning process, assessing learning outcomes, mentoring, training, as well as conducting research and community service. Educators' responsibilities include creating a meaningful, enjoyable, creative, and dynamic educational atmosphere, demonstrating professional commitment to improving education quality, setting an example, maintaining the institution's reputation, and ensuring their rights such as fair income, career development, and legal protection. Thus, educators' roles and responsibilities encompass crucial aspects in shaping and developing learners to enhance the quality of learning.

D. Types of Educational Staff

Educational staff comprises various types, including educational functionaries (inspectors, supervisors, researchers, and librarians),

technical education staff (laboratory assistants and learning resource technicians), educational unit management staff (school principals, directors, chairs, rectors), and administrative staff. Law No. 20 of 2003 explains that educational staff are community members appointed to support the implementation of education. They are appointed based on their expertise to support effective and efficient programs in educational units.

E. Roles of Management of Teachers and Educational Staff

Teachers and educational staff are responsible for various tasks, including curriculum development, teaching, student supervision, and school administration. They are the primary drivers of learning in the classroom and significantly impact academic achievement and overall student development. The level of skills and management abilities of teachers and educational staff directly influences the quality of teaching and learning outcomes. They need not only relevant professional knowledge and skills but also effective management abilities to ensure the smooth progress of the education and teaching processes (Zhang, 2022).

The management of educators and educational staff involves various activities such as setting norms, standards, appointment procedures, mentoring, administration, welfare, and termination of educational staff to fulfill their duties and functions in achieving school goals (Hamengkubuwono & Susanti, 2021). The management of teachers and educational staff underscores the crucial role and urgency of effective management in improving education quality. The importance of the management of teachers and educational staff in enhancing the quality of learning is emphasized.

F. The Urgency of Management of Teachers and Educational Staff in Education Improvement

Effective and efficient management of teachers and educational staff is crucial for enhancing the quality of education. It helps establish norms, standards, and procedures for the selection, appointment, development, welfare, and termination of educational personnel.

Without proper management, educational institutions may face difficulties in achieving their goals. Teachers and educational staff play a vital role in delivering education and are responsible for creating a conducive learning environment, implementing effective teaching strategies, and supporting the overall development of students. They need to be equipped with the necessary skills and knowledge not only in their respective subject areas but also in educational management (Yuan-yuan et al., 2022).

The management of teachers and educational staff is essential to ensure that they can fulfill their duties and responsibilities effectively (Rosyida & Purwanto, 2022). It provides clear guidance and procedures for the recruitment, training, and professional development of teachers and educational staff. Moreover, effective management ensures that teachers and educational staff have the necessary resources and support to enhance their teaching skills and stay abreast of current educational developments (Sanda et al., 2022).

Furthermore, effective management in educational institutions has a positive impact on student learning outcomes (Yuan-yuan et al., 2022). Research indicates that the quality of teaching is directly dependent on the quality of teachers, which, in turn, relies on effective personnel management policies and practices. Effective management of teachers and educational staff contributes to the overall improvement of educational institutions, resulting in a better learning experience for students (Zhang, 2022). Research on the Management of Teachers and Educational Staff highlights the crucial role of management in enhancing the quality of education.

G. The Role of Management of Teachers and Educational Staff in Enhancing the Quality of Learning

In a rapidly changing era, the quality of human resources becomes a primary determinant of educational success. The management of teachers and educational staff plays a key role in improving the quality of learning. Effective management is needed to ensure that the key human resources in educational institutions, namely teachers and educational staff, possess high quality (Sanda et al., 2022). In

SMA Negeri 1 Wonomulyo, the management of educational staff is carried out comprehensively, from planning to supervision. This includes setting norms, standards, procedures, as well as guidance and administration for teachers and educational staff. Good management can enhance their leadership and professionalism, positively impacting the quality of learning (Achmad et al., 2021).

Teachers and educational staff not only deliver learning materials but also serve as a bridge between various stakeholders such as parents and the school. According to Amanah et al.'s research, the management of educational staff needs improvement to advance professionalism and teacher capacity (Sanda et al., 2022). Involving planning, organizing, directing, and supervising stages, the management of teachers and educational staff not only improves the quality of learning but also the overall human resources in educational institutions (Siregar et al., 2019). The management of teachers and educational staff plays a crucial role in enhancing the quality of learning. By managing teachers and educational staff effectively, educational institutions can ensure that their key human resources are of high quality. In this regard, management not only ensures adequate qualifications but also effectiveness in delivering education to students (Yuan-yuan et al., 2022). Therefore, the role and urgency of management of teachers and educational staff cannot be ignored in efforts to improve the quality of learning.

H. Enhancing the Quality of Learning through Effective Management of Teachers and Educational Staff:

The central role of the Management of Teachers and Educational Staff in improving the quality of learning in the education world cannot be overlooked. Teachers, as the main pillars in the teaching and learning process, play a key role in creating an environment that supports effective education (Ayubi & Wibowo, 2020). Efficient management of teachers and educational staff is crucial, ensuring that they are equipped with the knowledge, skills, and resources needed to provide quality education. This involves providing training and professional

development, establishing clear guidelines for curriculum implementation, and facilitating cooperation among educators.

Effective management ensures that teachers have access to the latest teaching materials and technology, significantly improving teaching methods and student engagement (Yuan-yuan et al., 2022). Moreover, Management of Teachers and Educational Staff involves regular supervision and evaluation, a crucial process to identify areas that need improvement and provide appropriate support to enhance teaching effectiveness. Additionally, it ensures the implementation of standard procedures for the recruitment, selection, and placement of qualified individuals in teaching positions (Ghifari & Rahyasih, 2020). This strategic approach guarantees that classrooms are led by highly competent and qualified educators, directly influencing the quality of teaching and learning.

Well-implemented Management of Teachers and Educational Staff not only cultivates a positive working environment for teachers, enhancing job satisfaction and motivation for teaching excellence but also nurtures a culture of collaboration and continuous improvement (Yuan-yuan et al., 2022). This collaborative spirit facilitates the sharing of best practices, exchange of ideas, and mutual learning from each other's experiences, ultimately resulting in the refinement of teaching methods and improved student learning outcomes. In summary, effective Management of Teachers and Educational Staff is crucial in strengthening the foundation of quality learning by providing the necessary resources and support for teachers and educational staff to excel in education.

CONCLUSIONS AND SUGGESTION

Based on the results and discussions, it can be concluded that the management of teachers and educational staff plays a crucial role in enhancing the quality of learning. Effective management involves supervision, evaluation, training, and professional development, along with the establishment of clear guidelines for curriculum

implementation. Furthermore, good management creates a positive work environment, facilitates collaboration, and ensures teachers' access to current resources and technology. All of these elements aim to improve teaching methods, student engagement, and learning outcomes. Therefore, effective management of teachers and educational staff plays a significant role in strengthening the foundation of quality learning and providing excellence in education.

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