

Analysis (Descriptive Analysis) Recruitment and Selection of Educational Personnel

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ABSTRAK

Artikel ini membahas proses rekrutmen dan seleksi tenaga kependidikan sebagai langkah krusial dalam membangun sistem pendidikan yang berkualitas. Rekrutmen dan seleksi yang efektif tidak hanya memastikan bahwa tenaga kependidikan memiliki kualifikasi yang tepat, tetapi juga memperkuat fondasi institusi Pendidikan. Jurnal ini mengeksplorasi strategi rekrutmen yang inovatif, termasuk penggunaan teknologi modern dan jejaring sosial untuk menjangkau calon tenaga kependidikan yang potensial. Selain itu, pentingnya merinci kriteria seleksi yang sesuai dengan tuntutan pekerjaan dan nilai-nilai Lembaga Pendidikan ditekankan. Dalam konteks seleksi, jurnal ini membahas metode evaluasi yang holistik, mencakup wawancara, uji kompetensi, dan penilaian perilaku, untuk memastikan bahwa tenaga kependidikan tidak hanya memiliki pengetahuan teknis yang memadai, tetapi juga komitmen terhadap misi Pendidikan. Selain itu, jurnal ini menyoroti pentingnya memperhatikan diversitas dalam rekrutmen dan seleksi, untuk menciptakan lingkungan belajar yang inklusif dan representatif. Penekanan diberikan pada keadilan dalam proses seleksi untuk mencegah diskriminasi dan memastikan peluang setara bagi semua calon. Dengan membahas semua aspek ini, jurnal ini bertujuan untuk memberikan wawasan yang komprehensif tentang bagaimana rekrutmen dan

seleksi tenaga kependidikan dapat menjadi pilar penting dalam menapai tujuan Pendidikan berkualitas. Melalui pendekatan yang cermat dan progresif dalam memilih tenaga kependidikan, Lembaga Pendidikan dapat memastikan bahwa mereka memiliki tim yang kompeten dan berkomitmen untuk membentuk generasi masa depan yang unggul.

ABSTRACT

This Article discusses the recruitment and selection process for education personnel as a crucial step in building a quality education system. Effective recruitment and selection not only ensure that education personnel have the right qualifications, but also strengthens the foundation of educational institutions. This journal explores innovative recruitment strategies, including the use of modern technology and social networks to reach potential educational candidates. In addition, the importance of detailing selection criteria that match the demands of the job and the values of the educational institution is emphasized. In the context of selection, this journal discusses holistic evaluation methods, including interviews, competency tests, and behavioral assessments, to ensure that educational staff not only have adequate technical knowledge, but are also committed to the educational mission. In addition, this journal highlights the importance of paying attention to diversity in recruitment and selection, to create an inclusive and representative learning environment. Emphasis is placed on fairness in the selection process to prevent discrimination and ensure equal opportunities for all candidates. By discussing all these aspects, this article aims to provide comprehensive insight into how recruitment and selection of educational personnel can be an important pillar in achieving the goal of quality education. Through a careful and progressive approach in selecting educational personnel, educational institutions can ensure that they have a team that is competent and committed to forming a superior future generation.

1. PENDAHULUAN

Education is identified as the main pillar in the development of a society and country. The quality of education is not only determined by the curriculum or physical facilities, but also by the key role of education personnel (Danumiharja, 2014; Mulyasa, 2022b; Riowati & Yoenanto, 2022). Quality and committed educational staff are the main key in achieving optimal educational goals (Ginting & Haryati, 2012a; Mulyasa, 2022a; Rafid & Tinus, 2019). However, challenges arise when educational institutions try to obtain and retain educational personnel who suit the needs and vision and mission of the institution. The recruitment and selection process are a crucial initial stage in ensuring that the selected educational staff not only have adequate academic qualifications, but are also committed to supporting the mission and vision of the Institution (Ginting & Haryati, 2012b; Mayasari et al., 2023; Rafid & Tinus, 2019; TIMUR & MUNAWAROH, n.d.).

In the midst of the dynamics of changing times, the challenges of recruitment and selection of educational staff are increasingly complex. Changes in educational paradigms, demands for technological innovation, and diversity in educational needs require educational institutions to develop recruitment and selection strategies that are adaptive and responsive to these dynamics.

In this context, this research aims to dig deeper into best practices in the recruitment and selection of educational personnel. It is hoped that an in-depth understanding of the factors that influence success or failure in this process can provide practical guidance for educational institutions in optimizing their human resource management, supporting the realization of quality educational institutions.

2. METODE

This research method uses descriptive-analytical methods to study the recruitment and selection of educational personnel (Lexy, 2002). The descriptive-analytic method is used to provide a clear and in-depth picture of the concepts and aspects related to the recruitment and selection of educational personnel, as well as analyzing the implications and applications in the management of educational personnel.

3. HASIL DAN PEMBAHASAN

A. Understanding Recruitment and Selection of educational Personnel

The definition of recruitment of educational personnel is the process carried out by educational institutions or educational organizations to attract individuals who are qualified and have the potential to become part of their staff or educational personnel. The aim is to identify, attract and invite individuals who have the knowledge, skills and commitment that match the needs and values of the educational institution.

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Meanwhile, the definition of education staff selection is an advanced stage in the recruitment process, where candidates who have passed the initial stage are subject to various

methods and further evaluation techniques. The purpose of this selection is to determine candidates who have the best abilities and potential to pursue a career in education.

Judging from the definition, selection of educational personnel involves the use of appropriate evaluation tools, such as tests, interviews, or skills assessments, to assess the qualifications and potential of candidates. The selection results will be used to decide whether the candidate meets the requirements and is suitable to be employed in the Education position offered.

In the educational context, recruitment and selection of educational staff is very important because the quality of educational staff has a major impact on the quality of education provided to students. A good recruitment process can help educational institutions attract and retain quality education personnel, while careful selection can ensure that the individuals hired have the abilities and commitment that match the educational mission and goals. These two processes work together to create a quality and productive educational environment.

Recruitment and selection of educational personnel has a very important role in the education system. These roles cover key aspects of creating a quality and sustainable educational environment. The following is a more detailed explanation of the important role of recruitment and selection in education.

1. Providing quality educational staff

Recruitment and selection enable educational institutions to attract and select individuals who have the qualifications, knowledge and skills that suit their educational needs. This is important because the quality of educational staff directly influences students' learning experiences. Quality educational staff can provide education that is more effective, relevant and motivates students to achieve their best potential.

2. Improving the quality of teaching and learning

By ensuring that only qualified and competent individuals are accepted as Education staff, the recruitment and selection process helps improve the quality of teaching and learning. Carefully selected educational staff are more likely to have a better understanding of effective teaching methods, good classroom management, and be able to design an appropriate curriculum.

3. Maintain student safety and welfare

A rigorous and thorough selection process can also help identify individuals who are reliable and have integrity. This is very important to maintain the safety and well-being of students. Candidates who have gone through good selection are more likely to carry out their duties responsibly, helping to create a safe and supportive educational environment for students.

4. Increasing the professionalism of educational staff

A transparent and fair recruitment and selection process can increase the professionalism of educational staff. Candidates who understand that they will be assessed based on their competency qualifications, and abilities will feel encouraged to continually improve themselves. This encourages continuous professional development in the field of Education.

5. Creating better policies and practices

Through evaluating potential candidates, the recruitment and selection process can also help the world of education. This information can be used to improve recruitment and selection policies and practices, thereby enabling institutions to better attract quality education personnel in the future.

6. Ensure conformity with organizational values and culture

The recruitment and selection process also allows educational institutions to ensure that the candidates accepted have values, vision and culture that are in line with the mission and goals of the institution. This helps create harmony among staff and strengthens the identity of the Educational Institution.

Overall, recruitment and selection of educational staff is a very important first step in building a quality education system. By attracting, selecting and retaining quality education personnel, educational institutions can provide a better educational experience to their students, support their growth and development, and play a role in improving education as a whole.

B. Educational Personnel Recruitment Process

The education personnel recruitment process involves a series of stages that educational institutions or educational organizations must go through to attract qualified individuals who suit their needs. The following are the main stages in the recruitment process for educational staff:

1. Recruitment Planning

The initial stage involves identifying the organization's needs in terms of the number, type, and specifications of positions to be filled. This involves analyzing the needs of educational personnel in the context of curricula, educational programs and objectives of educational institutions and institutions creating a job profile that includes job descriptions, required qualifications, responsibilities and competencies expected of candidates.

2. Vacancy Announcement

Making an announcement, after the job profile has been prepared, the Educational Institution makes an official announcement which includes details of available positions, requirements, and how to apply. This announcement can be spread through various channels such as websites, social media, notice boards and newspapers.

3. Acceptance of Applications

Accepting applications, the organization accepts applications from candidates who are interested in filling the available positions. Usually applications must include a CV, cover letter and other supporting documents such as academic transcripts and references.

4. Initial Testing and Screening

Applications received will be screened by the recruitment team to check initial suitability to the position requirements. Candidates who meet the initial criteria will proceed to the next stage.

5. Interview

Candidates who pass the initial selection will be invited to take part in an interview. This interview can be conducted in person or via telephone or video

conference. The purpose of the interview is to more deeply evaluate the candidate's qualifications, motivation and personality.

6. Skills Tests and Assessments

Some positions may involve skills tests, competency assessments, or written exams to assess a candidate's abilities in a particular area. This may include knowledge, writing or presentation tests.

7. Verify References

The organization may contact references provided by the candidate to verify the candidate's work experience, character and integrity.

8. Decision Making

Based on the results of interviews, tests, and assessments, the recruitment team makes decisions about the most suitable candidates for the position at hand.

9. Job offer

Selected candidates will be given an official job offer including salary details, work schedule and other information.

10. Orientation and Integration

After receiving an offer, selected candidates will undergo an orientation process to understand the organizational culture, policies and procedures in place.

11. Initial Performance Monitoring

Organizations can conduct initial performance monitoring to ensure that new candidates adapt well and meet expectations.

To carry out effective recruitment of educational personnel, educational institutions need to consider various methods and strategies that are relevant and appropriate to their needs. The following are several effective recruitment methods and strategies for education personnel:

1. Job vacancy announcements
2. Internal Network
3. References and recommendations
4. Educational internship and collaboration programs
5. Social media
6. Job fairs and similar recruitment events can help educational institutions attract the attention of diverse candidates.
7. Use of recruitment agencies
8. Education marketing and branding
9. Collaboration with local communities

C. Educational Personnel Process

Various methods and techniques are used in the selection process for educational staff. The choice of this method can be adjusted to the level of complexity of the position, number of candidates and available resources. Some commonly used selection methods include:

1. Interview

Interviews are one of the most common selection methods. Candidates are interviewed by the selection team to assess their qualifications, competencies, personality and motivation.

2. Written or knowledge test

Written tests or knowledge tests are used to assess candidates' technical or academic knowledge. This may include skills tests, written exams, or written assignments

3. Assessment of practical skills

Candidates may be asked to perform live demonstrations or practical assignments relevant to the job, such as teaching a trial class.

4. Evaluate past performance

If the candidate has worked in the Education field previously, past performance evaluations and references from previous jobs may be used to assess their experience and track record.

5. Psychometric tests

Psychometric tests, such as personality tests or cognitive ability tests, can be used to evaluate a candidate's psychological and cognitive aspects.

6. Group assessment

Group assessments involve candidates in group situations to assess their ability to work together, solve problems and communicate.

7. Panel interviews

An interview conducted by a panel of assessors can be used to obtain diverse viewpoints about candidates.

8. Reference and background checks

Reference and background checks are methods of verifying the work experience, character, and qualifications of candidates by contacting the references provided by them

The choice of selection method should be based on the selection objectives, job requirements, and organizational needs. Sometimes, several selection methods can be used simultaneously to get a more complete picture of candidates. The success of selecting educational staff also depends greatly on the ability of the selection team to interpret the results and make appropriate decisions based on the information collected during the selection process.

D. Impact of Recruitment and Selection on The Quality of Education.

The relationship between the quality of educational staff and the quality of education is very close and influences each other. The quality of educational staff plays an important role in shaping and influencing the quality of education provided to students. The following are several ways in which the quality of educational personnel is related to the quality of education:

1. Quality teaching

Qualified education personnel have skills, knowledge and in-depth understanding of subject matter and effective teaching methods. This allows them to provide higher quality teaching to students

2. Development of a relevant curriculum

Qualified educational staff can contribute to the development of a curriculum that is relevant and oriented towards learning outcomes. They can design learning programs that suit student needs and societal demands

3. Effective classroom management

Quality education personnel have the ability to manage the classroom well, create an environment that supports learning and deals with student behavioral challenges effectively. This helps create a positive learning environment

4. Student motivation and support

Quality educational staff are able to provide motivation, support and guidance to their students. They can motivate students to learn, feel safe, and reach their potential.

5. Evaluation and monitoring of learning

Qualified teachers can effectively assess student progress and identify areas that need improvement. This allows them to customize teaching and provide meaningful feedback

6. Continuous professional development

Qualified educational staff are committed to continuous professional development. They are always looking for ways to improve their skills and knowledge that have a positive impact on student learning

7. Participation in extracurricular activities

Qualified teachers may also participate in extracurricular activities or school improvement projects that support student development outside of school

8. Creation of a positive school culture

Teachers and other education staff play a role in creating a positive and inclusive school culture. They can promote values such as Cooperation, respect, and fairness among students.

In summary, the quality of educational staff has a direct impact on student learning experiences and educational outcomes. Quality teachers can inspire, educate and help students reach their best potential. Therefore, investment in recruiting, training, developing and supporting quality education personnel is key to improving the overall quality of education

4. KESIMPULAN

This paper concludes the importance of a careful recruitment and selection process in creating a quality educational environment. This process not only affects the quality of educational staff but also student learning outcomes. Therefore, investing in good recruitment and selection is a strategic step in improving the quality of education at the local, national and global levels. This paper also highlights some of the recent challenges and changes in recruitment and selection that need to be addressed to deliver better Education in the future.

In this ever-changing and competitive era, quality educational staff are a valuable asset that must be valued. Investments in training, development, and maintaining a positive work environment can help retain a competent and committed teaching workforce. Along with that, changes in technology and educational approaches must also continue to be considered to accommodate developments in the world of education.

Lastly, we must always remember that education is the foundation for an advanced and inclusive society. Therefore, a deep understanding of the recruitment and selection of educational personnel who are dynamic, qualified and relevant for the future.

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