ABSTRACT

IMPLEMENTATION OF HUMAN RESOURCE MANAGEMENT IN SPECIAL EDUCATION SCHOOL INSAN MADANI METRO

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This study aimed to analyze and describe human resource management in Special Education School (SLB) Insan Madani Metro, focusing on the four functions of management in this school: (1) planning, (2) organizing, (3) directing, (4) and controlling. This study used a qualitative research design. Data were collected using observations and interviews. The collected data were then analyzed using the Miles and Hubberman’s interactive pattern: data presentation, data reduction, data verification, and conclusion. Human resource management in SLB Insan Madani Metro started from planning, focusing on the targets and the achievement of the objectives, and the planning process was carried out based on the guidance from the Foundation of this school, coordinated by the principal with other stakeholders. The organizing function was implemented despite facing some obstacles, particularly lack of human resources in accordance with the needs. Directing constitutes coaching of human resources and requires good communication and coordination with other parties such as education office to help the school succeed. Controlling aimed to measure the achievement of the objectives set at the planning step. This controlling was implemented in this school but it should be improved.

Keywords: education management, human resources, special education school