



Research Paper

Role of Human Resource Management in Education

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Abstract: -

Human resources (HR) have a significant role in every activity of an institution including educational institutions. Human resource management in education is very important tool for the growth of teachers in educational institution. This is because education personnel's are the major instrument for achieving educational goals and consequently, national development. Human resources (HR) must be able to be managed or regulated properly in accordance with their functions. Human resources (HR) can play a vital role in accordance with their duties and functions in the institution which they are performed to achieve the benchmark set by an institutions. That's why this paper stressed that without an adequate, skilled and well-motivated workforce operating within a sound human resource management programme, development is not possible. Every educational system at every level depends heavily on the human resources for execution of its programme. Human resource management is a very important aspect in the education process in general. Therefore functions in the management of human resources must be carried out optimally so that the needs relating to the goals of individuals, organizations / institutions can be achieved. The function of human resource management in education includes staff maintenance, staff relations, Education should be made attractive by creating a conducive atmosphere for teachers. More government attention is needed for education sector through improved function as education remains the basis for the progress of all other sectors of the society. This paper reveals about the nature of human resource management in the education for the growth and development of teachers for achieving the goals. It brief the concept of planning, organizing, staffing, directing, coordinating, reporting, and budgeting in the educational institution.

Keywords: Human Resource, Management, POSDCORB, Institutions, Human Resource Management.

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I. INTRODUCTION:

Human resource management as the set of organizational activities directed at attracting, developing and maintaining an effective workforce.

Griffin (1997)

Human Resource Management deals with two words i.e. Human Resource and Management. Human Resource is the set of people who are organized in different sectors of an economy. It deals with the knowledge and skills of manpower who are employed in various sectors. Another keyword, Management defined as the act of organizing people together to accomplish desired goals and objectives. It deals with the efficient allocation of resources for achieving the target. Human Resource Management is the process which utilizing the human resource i.e. manpower to perform various operational duties and responsibilities.

Human Resource Management deals with the performance of a people for achieving the goals and objective formulated by institutions. It is designed to encouraged the performances of teachers for grab the opportunities. Human Resource Management is primarily concerned with the management of people within organization or an institution. It focuses on policies and procedures which are formulated by the institution.

Human Resource Management in education is a set of practices and methods of integrating and maintains the teaching and other staff in the institution and the universities so that the universities and institutions will build their identity. Human Resource Management is the concept of planning, organizing, directing, staffing, leading, and controlling of the procurement, development, compensation, integration, maintenance and separation of human resources to the end that an individual, organizational and social objective

are achieved. Human Resource Management has some specific roles to performing the strategies and operational goals.

HUMAN RESOURCE MANAGEMENT IN EDUCATION

Human Resource refers to the personnel, staff and workers in an organization who are employed to achieve their goals. It is the skilled and unskilled manpower who are working together to accomplish the objectives of an institutions. John R. Commons, an American Economist, first coined the term “Human Resources” in his book “The Distribution of Wealth” published in 1893.

Management means by which the educational institutions planned their resources in such a way to achieve the predetermined goals and targets. It involves the systematic process of utilizing the resources effectively. Thus, Human Resource Management is the approach to deal with the people who are employed in an organization or institution for accomplish the targets. The overall objective of human resources is to ensure that the organization or institution is able to achieve success through manpower. It deals with the finding, recruiting, selecting, training, and developing the skills of the manpower as well as maintaining staff benefits and rewards for better performance.

Human Resource Management is a set of rules and methods of integrating and maintaining the teaching staff and other staff in the institution so that the institution performed their functions efficiently. Human Resource Management develops the skills and knowledge of staff, competencies and capabilities of an organization, consciousness and creativity of managerial staff, caring among the staff in an organization. It is motivational and directional step to encourage the efforts of a teacher and other staff in an institution in order to obtain maximum output from them and achieving the goal of education optimally. In different scenario, Human Resource Management is the process of motivating and promoting the manpower in the organization so as to accomplish the desired goals and objectives.

PRINCIPLES OF HUMAN RESOURCE MANAGEMENT IN EDUCATION

Human Resource Management has been described as a process which involves various responsibilities for performing economical and strategically functions. It is a dynamic approach consisting of various activities and elements. It deals with the word “POSDCORB” which stands for Planning, Organizing, Controlling, Reporting and Budgeting. Let us discuss these terms which greatly influenced the human staff in school or an institution.

✓ Planning: Panning is the basic function of management which are designed in such a way to achieve the objectives and goals of an institution or school. According to various researchers, “Planning is deciding in advance- what to do, how to do, when to do”. It deals with the future course of action for achievement of predetermined goals. Planning in education is asn systematic approach where teaching staff and other staff are planned their future actions for achieving their goal with the collaboration of organizational goals.

✓ Organizing: It is the process of integrating the various resources such as physical, financial and social. It is an approach where the institution or school schronize their tools such as skills, knowledge of staff, capital, capabilities and capacities of personnel’s etc.. Organizing as a process involves identification or searching of activities, classification of activities, assigning the duties of various staff, delegation of authority and creation of responsibility.

✓ Staffing: It is a procedure where the institutions have shaped their structure in a way to achieve its target. In the recent years, due to advancement in technology staffing has assumed greater importance. The man objective of staffing is to place right person on right job at right time. It involves the planning of the organization structure through proper an effective recruitment, selection, compensation & development of personnel to filled the desired position.

✓ Directing: It involves that part o management which deals with the supervision, guidance and directional approach for the staff to perform their responsibilities efficiently and effectively. In education, the teaching strategies and methods are designed in such a way

that are achieved directly with the objective of an institution. It is an inert personnel approach of management for motivating the needs and skills of staff. Direction has following elements: Supervision, Motivation, Leadership, and Communication.

✓ Coordinating: It is the function of management which ensures that different personnel are work together for smoothening the functions of an institution. There is the unity of action among various staff of an institution or school. It also brings harmony in carrying out the different tasks and activities for achieving the organization goals. Coordination is the force that binds all the other functions of management.

✓ Reporting: It is a process of providing information to various levels of management so as to determine the measures for taking corrective actions. It involves the procedures for judging the effectiveness of responsibilities of staff in an institution or school. Reporting involves the medium of communication between

the staff and the management for smoothening the various operations performed by a staff. Reporting also determine the performance of staff for their development and appraisal.

✓ **Budgeting:** It is the process of designing, implementing and evaluating the financial resources of an organization. It may be described as the process of preparing a statement of revenue and the expenditure of various operational activities of an institution. It is a course of action for implementation of plans, programmes and projects by determining the level of resources to achieve the objectives.

HUMAN RESOURCE MANAGEMENT IN EDUCATION

Human Resources refers to the personnel, staff or workers in an organization who are employed to achieve their goals. It is the skilled and unskilled manpower who are working together to accomplish the objectives of an organization. John R. Commons, an American economist, first coined the term 'Human Resources' in his book "The Distribution of Wealth" published in 1893. Management means the methods by which the institution planned their resources in such a way to achieve predetermined goals and targets. It involves the systematic process of utilizing the resources efficiently. Thus, Human Resource Management is the systematic way to deal with the people who are employed in an organization or institution for accomplish the tasks and duties. It consists various approaches for utilization of human resources efficiently. The overall objective of human resources is to ensure that the organization or institution is able to achieve success through manpower. It deals with the finding recruitment, selecting, training and developing the skills of the manpower as well as maintaining staff benefits and rewards for better performance.

Human Resource Management in education is a set of rules and methods of integrating and maintaining the teaching and other staff in the institution or school so that the institution or school can achieve its purposes as well as goals for which they are formulated. Human Resources develop the skills and knowledge of staff, competencies and capabilities of an organization, consciousness and consciousness and creativity of a managerial staff, caring among the staff in an organization. It is the motivational and directional step to encourage the efforts of a teacher and other staff in an institution in order to obtain maximum output from them and achieving the goals of education optimally. In different scenario, Human Resource Management is the process of motivating and promoting the manpower in the organization so as to accomplish the desired goals and objectives.

OBJECTIVES OF HUMAN RESOURCE MANAGEMENT IN EDUCATION

The main objective of Human Resource Management is to ensure the availabilities of right people for right job at the right time so as the educational goals of an institution and schools are accomplished effectively. The main objectives are as follows:-

- By providing skilled and competent teachers for achieving the goals of an educational organization.
- To utilize the efficiency of teachers for accomplish the objectives of educational institution.
- To increase the job security and satisfaction of each employee and teacher.
- To help maintain ethics and values in the inside and outside of an educational organization.
- To build and maintain the mutual understanding among employees for better performance.
- To reconcile each individual teacher/ employee or group of teacher/ employee with organizational goals.

The educational system at every level depends heavily on the human resources for performing their programmed smoothly. It is the teacher who performs and interprets their knowledge and skills in such a way to achieve organizational goals. Maintaining and advancement in standards of education is only possible through teachers. They are important aid for quality education.

GOALS OF HUMAN RESOURCE MANAGEMENT IN EDUCATION

The goals of Human Resource Management in education are to enhance the skills and competencies of an employee or teachers so that they can achieve their goals. To accomplish the goals of employees or teacher, Human Resource Management plays a specific role. The role can be elaborated as below:

A. **Strategic Role:** The general aim of HRM is to organize the employees in such a way so that they can achieve the goals of an organization. It is a way to find out the position of an educational organization and take corrective measures for achieving the targets. It is the planning which is done in different levels of organization .In the strategic role, Prof. Onah Fab. mentioned that human resources are critical for effective educational functioning and its importance has grown diagrammatically in the last two decades. It also represents a significant investment in efforts and abilities for determining the educational objectives.

B. **Operational Role:** Operational HR functions deal with the policies and procedures followed in the organization. It maintains records, ensuring compliance to local, state and national regulations, and managing disciplinary disputes and complaints. Operational HR tasks related with the recruitment and training of

employees in the institution and organization. Every organization need both function to perform their activities and roles.

Strategic Role and Operational Role ensure that they have the right staff with the right skills and knowledge at the right time to complete work for the quality and advancement in education. This permit the educational institution to achieve their goal and objectives. Human Resource Management deals with the compliance which establish employment opportunities an observation of laws in educational sector like employees and teachers must be oriented to the educational institution, supervisors must be trained, safety equipment must be equipped, wages and salaries must be administered.

FUNCTIONS OF HUMAN RESOURCE MANAGEMENT IN EDUCATION

Human Resource Management works in different fields for staff growth and development. It takes care of all the concerns of staff and its major functions are:

1. **Staff Maintenance:** In educational organization, teachers/employee should be motivated to participate in planning and decision making in school. Human Resource Management helps the staff for their growth and development in both the state i.e. state of mind and state of development.
2. **Staff Development:** The main aim of HRM is to build the skills and knowledge of the staff. It identifying the key skills and competences of staff for better performance. it involves providing development programme and training courses that are suitable for the growth of staff. The success of educational organization depends upon the strength and quality of its staff members.
3. **Recruitment and procumbent of staff:** HRM initiates with the process of staff recruitment. This includes all requirement of personal, for making the favorable work environment, employing pertinent practices like performance appraisal, promotion staff safety, security and health services. It is compulsory that educational organization have fair and sound policies in respect of transfer and promotion of staff to ensure that justice and fairness established. For raising output, the management of educational organization must ensure the comfort and happiness of the teachers/employees. This can be achieved through healthy workplace, payment of salaries regularly and providing a safe and wealthy working environment.
4. **Staff relations:** there must be a good communication network in the schools/institution to enable teachers/employee to be constantly informed of the progress being made in the recruitment and selection. Staffing of schools is a job performed by the ministry of education through its agencies.
5. **Providing compensation and Rewards:** Rewards and compensation play a crucial role for maintaining the healthy working environment in the institutions. It deals with the total expenditure incurred by the educational organization. Therefore, the role of HRM is to create opportunities such as bonuses, benefits and compensation for them to attract more employees in the workplace for achieving the set goals. It is very important that management, ministry of education and its agencies take the issue of reward system very seriously. Staff performance would encourage substantially if they are adequately rewarded according to the nature of work done by them.

II. RECOMMENDATION:

Considering the importance of education in human resource management, the following are recommended.

1. Education should be made attractive and interactive by creating a conducive atmosphere for teachers.
2. More government attention is needed for the education sector through improved function as education remains the basis for the progress and development of all other sectors of society.
3. A united salary structure should be made for all categories of teachers within the education sector.
5. Knowledge of Computer in the spirit of globalization should be brought into the curriculum and the new and the old curricula made coherent for better productivity.
6. Knowledge of technology should be given for the better performance of teachers in the educational institutions.

III. CONCLUSION

The paper concludes that education remains a veritable means of human resource management. Human Resource is important aspects in every activity in an educational institution. Human Resource Management process related to the implementation of management functions or to develop a culture of management in accordance with the potential of school. An effective Human Resource Management functions can achieve the teacher's goal with the objectives framed by the institutional goals. As a student outcomes are a function of the teacher performance, it is important to innovate new concepts and practices for talent acquisition, retention and growth.

To this end, it has therefore becomes necessary for institution to facilitate the use of good human relations practices for building effective and efficient administration. Creation of a talent culture in institutions is the need of hour.

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