

Teacher Recruitment System: Case Study of Amanah Integrated Islamic Elementary School of Sungai Penuh City

Mulya Putra^{1*}, Ismawati², Muhammad Afifuddin Afandi³

Abstract

The Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City is one of the long-established private elementary schools in Sungai Penuh City. This school is a private Islamic elementary school that has an A accreditation in Sungai Penuh City. As an institution known for its high level of discipline and strict administration, in reality there is an imperfect recruitment system. This study aims to identify and describe the implementation of the teacher recruitment system at the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City. The method used in this research is qualitative method. Collecting data in this study are interviews, observation and study of documents. The data analysis technique used is by condensing data, presenting data and drawing conclusions. The results of the study showed that the teacher recruitment system implemented by the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City was quite good. The application of the teacher recruitment system at the Integrated Islamic School Foundation is the implementation of recruitment. The recruitment implementation consists of the recruitment process, namely the preparation of activities, information dissemination and acceptance of new teacher applications followed by the implementation of recruitment activities

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¹²³ Universitas Islam Negeri Maliki Malang, Indonesia

*Author Correspondent: mulyaputra4610@gmail.com

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Introduction

School is the most objective place to carry out an effective learning process, because in its implementation there is direct contact between educators and students (Magdalena, Fatakhatu Shodikoh, Pebrianti, Jannah, & Susilawati, 2021). Schools are also a valuable asset of a country, because they can guide a child to be more educated, able to socialize with friends and the community around him. Although the first educator of a child is at home, which is guided directly by the biological parents themselves (Hasbi, 2012; Witro, 2019; Yusuf et al., 2020), but schools also include a complement to parental guidance, so that children can become educated and responsible people.

Teachers are professional educators with the main task of educating, teaching, guiding, directing, training, assessing and evaluating students in the formal education pathway (Sopian, 2016). The main task will be effective if the teacher has a certain degree of professionalism which is reflected in competence, proficiency, skills or skills that meet certain quality standards or ethical norms (Sutiono, 2021). Professional teachers can be ascertained that the teacher has special expertise (Nurlaila, 2018). In the teaching and learning process, of course one can see how competent a teacher is in conveying learning in class. Proficiency, proficiency, and clarity of vocabulary or sentences conveyed by a teacher can be seen from the way they teach in class (Novauli M, 2015).

Nowadays, schools must be able to carry out a selective and strict teacher recruitment system, so that prospective teachers who teach in class are not careless in guiding their students

(Husain, 2017). A good teacher recruitment system can result in its own success and added value in the eyes of the community, so that it will have an impact on the school concerned, and vice versa. In recruiting a teacher, schools must be able to find out the history of prospective educators. By knowing the educational history of prospective educators, schools will know the criteria for teachers to be placed in schools.

Recruitment or acceptance of educational staff is an activity to meet the needs of educational staff in educational institutions, both in quantity and quality, for this activity withdrawal activities are required. Quoting from Handoko stated that recruitment is the process of finding and attracting prospective employees (applicants) who are able to apply as employees (Lukluk Isnaini, 2015).

Effective recruitment is influenced by how the organization can carry out a number of these activities in the process. According to Stoner, the activities carried out in the recruitment process are as follows: 1) Determine and create categories of short and long term Human Resources (HR) needs; 2) Always pay attention to changing conditions in the labor market; 3) Developing the most appropriate media (promotion) for recruitment to attract applicants; 4) Store data on the number and quality of worker forecasters from each source; 5) Follow up on each job applicant's application to then evaluate the effectiveness of the recruitment efforts that have been made (Aisyah & Giovanni, 2018; Febrianto, 2018).

The Amanah City Integrated Islamic Elementary School (SDIT) is one of the private elementary schools that has been around for a long time. This school is a private Islamic elementary school that has an A accreditation in Sungai Penuh. This school is led by the principal named Yunita S.Pd. The Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City has teachers with educational qualifications of Strata 1. Teacher recruitment activities at this school began in stages when this school had very few teachers, and the number of students attending this school increased every year. Teacher recruitment must be carried out selectively and strictly so that the vacancies in this school can be filled with competent and reliable teacher candidates. In accordance with the School's Vision, namely, to make the school the main center of education and development in order to give birth to generations of Muslim scholars who are pious, intelligent, accomplished, and at the forefront.

Based on the observations the author obtained, on Monday, January 6, 2022. There were various problems that occurred at the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City. Such as the teacher recruitment system that is not systematic, there is no clear information from the school regarding teacher recruitment, many applicants apply at the school but do not match the qualifications so that they do not match the available vacancies. This study aims to identify and describe the implementation of the teacher recruitment system at the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City.

Method

This research is a field research that is qualitative in nature, namely research that is intended to understand the phenomenon of what is observed by the researcher. This phenomenon is holistic (comprehensive, cannot be separated), namely social situations which include: 1) place aspects; 2) actor aspect; and 3) aspects of activity in which all three synergistically synergize. This method can produce descriptive data in the form of written and oral words and sentences which are collected through observation, direct interviews, and studies of documents which are then carried out by carrying out analysis so that the writer obtains relevant conclusions regarding the Teacher Recruitment System in Integrated Islamic Elementary Schools. Full River City Trust. The data analysis technique used is data condensation, data presentation, and drawing conclusions (Miles & Huberman, 1984; Miles, Huberman, & Saldaña, 2014).

Results and Discussion

Recruitment Overview

Definition of Recruitment

Recruitment is one way to find, filter and select existing human resources, so that the results can create satisfaction in recruitment (Effendy & Harjanti, 2017). Recruitment is the process of seeking, finding and attracting applicants for employment in and by companies (Rakhmawanto, 2016). Recruitment can be said as a process to get a number of quality human resources (employees) to occupy a position/job in a company (Eryana & Indah, 2020). Therefore, recruitment is a process that must be carried out carefully and on target. Simamora said that recruitment is an activity to find and attract job applicants with the necessary abilities, motivation, knowledge and skills to cover the deficiencies identified in employee planning (Yulianita, 2019).

From the explanation above regarding recruitment, it can be concluded that recruitment activities are activities of carrying out the search for quality human resources who are filtered through selection implemented by several institutions so that they can work and meet the standards and competencies required by the institution concerned.

Sondang P. Siagian stated that the purpose of carrying out recruitment activities is to get as many qualified people as possible so that the organization will have a great opportunity to make choices for prospective employees who are considered to really meet the organization's qualification standards. In general, the purpose of withdrawing a workforce is to be able to meet the needs of the workforce in accordance with the requirements demanded by a job (Rony, 2018).

From the explanation of the purpose of recruitment above, it can be concluded that the purpose of teacher recruitment is to get as much supply of qualified people as possible so that they can fill a job vacancy which has been demanded by a job in a particular organization.

Recruitment Stages and Process

The term recruitment is commonly heard in the world of HRD (Human Resource Development). Terms like this are familiar. To meet HR needs, an organization or agency needs to find personnel to fill certain vacancies. Stages are one part of an initial planning that must be carried out in carrying out recruitment activities (Rakhmawanto, 2016). Without knowing the stages that will be carried out in the future, the process will not run well. Stages can be a structured action if implemented properly.

The stages of recruitment that are often carried out by Indonesia include: Sourcing Process, Selection Process, and User Process (Atmoko, 2017). For this reason, agencies must try to facilitate teacher recruitment activities so that they are more effective and efficient in selecting appropriate and competent teachers. The things that must be done in recruitment activities are: 1) Identifying the need for a position; 2) Plan the recruitment for the desired position; 3) Publish available vacancies; 4) Review each incoming application; 5) Interviewing the right participants; 6) Checking the background; 7) Selecting qualified prospective teachers; 8) Make an offer and provide information to prospective teachers who have not graduated; 9) Negotiating salaries and training for teachers who have been hired; 10) To welcome new teachers.

Teacher Overview

Definition of Teacher

The teacher is known as *al-mu'alim* or *al-ustadz* in Arabic, who is in charge of imparting knowledge in the *ta'lim* assembly. This means that a teacher is someone who imparts knowledge (Putri, Sarmidin, & Mailani, 2020). The classic opinion says that the teacher is a person whose job

is to teach. Teacher is a designation for position, position and profession for someone who devotes himself in the field of education through educational interaction in a patterned, formal and systematic manner. a competent teacher must have good skills in terms of knowledge about teaching and learning and human behavior must also have a fixed attitude about oneself, schoolmates, colleagues and other fields of study (Subardi, 2019). From the explanation above, it can be concluded that the teacher is a position whose task is to provide formal, patterned, and systematic teaching and knowledge to their students.

The quality of a teacher can be seen from the way they discipline time and teach in class. The learning method in class is the main attraction for students who follow it. Learning innovation and creativity carried out by a teacher makes the atmosphere in the class feel more comfortable and makes students not bored in the learning process. In fact, all students tend to like the teacher in question. Even if the teacher does not have innovation in the learning process, the students in the class will not be comfortable in learning and even tend to get bored.

In RI Law Number 14 of 2005 concerning Teachers and Lecturers Chapter IV, namely as follows:

- a) Article 8, teachers must have academic qualifications, competencies, educator certificates, be physically and mentally healthy, and have the ability to realize national education goals;
- b) Article 9, the academic qualifications referred to in Article 8 are obtained through a higher education undergraduate program or diploma four program;
- c) Article 10, teacher competence as referred to in article 8 includes pedagogical competence, personal competence, social competence, and professional competence obtained through professional education.

Profile of the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City

The Amanah Integrated Islamic Elementary School (SDIT) is one of the SDITs with private status in Sungai Penuh City with A accreditation located in Sungai Bungkal District. This school is located at Jalan Prof. Sri Soedewi, S.H., M.H., Koto Tinggi village with latitude 2.0603 south latitude and longitude 101, 3892367 east longitude. SDIT Amanah was established in 2000 led by the principal Con Hendra, ST. The Amanah Integrated Islamic Elementary School was supervised by the Amanah Ummat Foundation, which at that time the Amanah Ummat Foundation only oversaw Kindergartens. After seeing the needs of the people of Sungai Penuh City for the importance of Islamic-based elementary schools and in the midst of the decline in the quality and quantity of education in Indonesia, in order to realize quality education that needs to be carried out continuously and sustainably, the Amanah Ummat Foundation began establishing the Amanah Integrated Islamic Elementary School.

The Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City is developing so rapidly and quickly. This was proven when a few years after its establishment, the number of students could no longer be accommodated in one study room so the school had to open parallel classes for 300 students. What is the main impetus for the teachers and administrators of the foundation to advance this school is a love, namely passion or enthusiasm in preaching by imparting knowledge and educating the sons and daughters of the nation with Islamic values. Trust from community groups continues to flow without stopping because the Amanah Ummat Foundation consciously belongs to the people. Every year SDIT Amanah continues to provide innovation and change towards a more advanced stage going forward. Every year the Amanah Integrated Islamic Elementary School (SDIT) is committed to giving birth to a generation that is intelligent, pious, accomplished and able to be competitive to be at the forefront and ready to face the changes and developments of the times. In 2020/2021 SDIT Amanah is led by Yunita S.Pd who currently serves as the principal of the school.

Teacher Recruitment System at the Amanah City Integrated Islamic Elementary School (SDIT)

Based on data and information about the teacher recruitment system at the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City which was obtained from interviews with Unit Heads, School Principals, Deputy Principals, Administrative Staff, and Several Permanent Teachers of the Foundation, it can be described in description and analysis of the results of this study.

Identifying the Need for a Position

The first step that must be taken by the school is to identify the need for a position. This is very important to do considering that schools must be right on target in placing competent teachers, the Principal said that:

Schools must know a position that is required to exist within their scope. The task of the principal is to monitor a performance that has not been maximized in educational activities. Not only that, schools must also be aligned and have one mind in knowing these vacancies, so that their activities can run well and not haphazardly. At least the targets achieved by the school are right on target and as expected.

On the other hand, there is a different view from the permanent teacher, he is contrary to what was conveyed by the principal, the permanent teacher said:

The vacancies identified by the school are not very important. Vacant vacancies can still be filled by teachers who do not have work or spare time for school activities. For example, being able to do assignments given by the principal. Vacant vacancies can be filled if some teachers are unable to carry out the tasks given by the principal.

Planning Recruitment For Desired Position

After identifying, schools must plan recruitment activities that will be carried out in the future. This needs to be done and must be planned as well as possible. Based on the results of interviews with the Head of the Integrated Islamic School Unit, said that:

The school coordinates with the Unit Head and must make a plan that starts with a lack of staff and teachers teaching at this school. This must be carefully planned so that the future recruitment process will be better and obtain competent human resources.

In line with the statement from the Principal that:

This is discussed and coordinated in advance with the person in charge of recruitment, namely the Head of the Foundation. Although the Chairman of the Foundation gave full mandate to the Head of the Recruitment Unit to be responsible for the issue of teacher recruitment at the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City.

Publish Available Vacancies

Publication of vacancies is included in recruitment activities, including teacher recruitment. In publishing vacancies, the recruitment committee must be clear in providing information on existing vacancies, so that prospective teachers who apply can easily fulfill the existing requirements. The Head of the Integrated Islamic Schools Unit said that:

The publication provided by the school is in the form of a written announcement from the Circular of the Principal of the Integrated Islamic Elementary School in the form of information regarding available teacher vacancies and educational qualifications. The contents of the announcement contain terms and conditions that must be met by applicants. So that it is easily understood by people who read it.

This is in line with the statement from the Principal that:

The information conveyed must be structured and easily understood by the reader. This information is also coordinated with the unit head. We usually distribute this information through social media or can be seen on the wall magazine of the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City. Usually the specified quota is limited considering the very limited vacancies available.

Review Every Application That Comes In

Every application that comes from a new prospective teacher must be reviewed and viewed based on the requirements needed by the school. By reviewing each application, the committee will easily select files according to the specified requirements. Based on the results of interviews with the Head of the School Unit said that:

For each application submitted by a prospective participant, the completeness of the files must be determined so that the committee can easily determine which files are complete and who will pass to the next stage. In this way, the committee must be fast in carrying out the review process.

This is in line with the Principal's statement that:

Reviewing incoming applications is urgently needed by the committee. With this review of the application, it will be easy to find out who meets the requirements and who does not. Of course, it must be mutually agreed upon in advance.

Written test

Based on the results of interviews with the Head of the School Unit said that:

The written test is a stage that will be carried out by new teacher candidates who pass the selection. This written test is a place to find out the basic abilities of applicants. Written tests are supervised by exam supervisors who have been appointed and trusted by foundations and schools.

This is in line with the Principal's statement that:

The written test is the basis for participants to see their abilities in the academic field. The test was given by the committee so that participants could answer written questions according to their abilities. And the results of the participant's written test will be seen from the highest to the lowest, later it will be seen who passes to the next stage.

Interviewing the Right Participants

After reviewing the submitted applications, the committee must prepare a time and place for interviews for participants who pass the material selection and written selection. Previously, a further schedule had to be announced so that participants could easily find information from the school. Based on the results of interviews with the Head of the School Unit, said that:

Interview activities were carried out by school officials such as unit heads, school principals, and deputy principals. The interview material provided to prospective participants was in the form of Islamic and pedagogic insights as well as patience in educating children.

This is in line with the Principal's statement that:

Interviews with Islamic insight must be carried out properly and correctly in accordance with the goals to be achieved by the school, namely to form competent, professional and religious teacher candidates in the field of education. Teachers are not only emulated while at school, but also emulated outside of school, especially when what is being taught is children who have just reached the age of the end of puberty.

Selecting Qualified Prospective Teachers

Selecting qualified prospective teachers is the goal of every school, including the Integrated Islamic Elementary School. Based on the results of interviews with the Head of the School Unit, said that:

Prospective qualified teachers will determine the fate of schools in the future. Because quality teachers can be seen from the way they teach, adapt, and have high time discipline. So that you know the main duties and functions of being a teacher. At present, qualified teachers are needed from a strict and regular recruitment process, although the teachers currently assigned to schools are still not optimal in their placement process.

This is in line with the Principal's statement that:

Qualified teachers are teachers who are able to carry out their duties properly in accordance with the regulations that apply in schools. Teachers are not only required to teach material, but also must teach good manners in the school environment.

Graduation announcement

Based on the results of an interview with the Head of the School Unit, he said that the announcement of graduation was the stage that the new teacher candidates had been waiting for the most. This stage simultaneously determines the fate of teachers whether prospective candidates can be accepted or not. The Principal of the Integrated Islamic Elementary School also added that graduation announcements would be made if the participants had taken a series of tests held by the school, so that the committee could get the best possible results.

Obstacles and Solutions in Recruitment Activities in Integrated Islamic Elementary Schools

Based on the research results, it was found that the impact of implementing teacher recruitment that was not good could result in: 1) the human resources produced were not qualified and unprofessional in carrying out the tasks and mandates given as well as the role of human resources in the organization, unable to determine the direction and goals of the school; 2) Satisfaction at work is very lacking and can be felt by existing students; 3) Irregular discipline and lack of work motivation resulting in decreased work performance, and on the verge of being fired; 4) The resulting impact in the implementation of teacher recruitment activities that is not good, is the teacher's lack of sense of responsibility in carrying out their duties. The resulting human resources also do not know what to do, so they adapt first to the activities they have just carried out.

After carrying out a series of observation stages, interviews accompanied by documentation, it can be understood that the impact felt in the implementation of teacher recruitment that is not good is a lack of sense of responsibility, loyalty and trust given to the teacher concerned. As well as having a serious impact on schools and the students they teach. There are several obstacles in recruitment activities at Integrated Islamic Elementary Schools.

The first obstacle is standardization of graduation, standardization of graduation is still an obstacle for foundations and schools in graduating participants, but foundations and schools are trying their best to place new teachers in the school based on the results of interviews with participants and their experiences. Although the majors are not in accordance with what the school wants. The second is the coordination of superiors and subordinates. Coordination of superiors and subordinates has been carried out as well as possible. Although this coordination is not optimally carried out so that foundations and schools rarely directly monitor subordinates. The third is explaining directly about the requirements that have been determined.

While the solution is carried out by the foundation, the Principal and the Committee. The solutions provided include: 1) Determining graduation standards; 2) Smooth communication

within the organization; and 3) Explaining the requirements to prospective applicants in a directed manner so that it does not take a long time.

Conclusion

Based on the description above, it can be understood that the teacher recruitment system carried out by the Amanah Integrated Islamic Elementary School (SDIT) of Sungai Penuh City is quite good. The application of the teacher recruitment system at the Integrated Islamic School Foundation is the implementation of recruitment. The recruitment implementation consists of the recruitment process, namely the preparation of activities, information dissemination and acceptance of new teacher applications followed by the implementation of recruitment activities which consist of several stages, namely selecting application files, checking references, conducting acceptance tests such as written tests, interviews and micro teaching, and the last is the decision to accept or not. However, the Integrated Islamic School Foundation still needs to make special guidelines for recruitment activities and form a special committee team involving the school so that the recruitment and selection of teachers can be carried out optimally.

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