

Implementation of Off The Job Training in Asisi Senior High School Environment

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Abstract: *Examining how training and development affects work productivity is the aim of this study. This research used the Asisi Senior High School setting as a case study. The study's methodology combines a descriptive research approach with a qualitative one. Several employees participated in this study, which used interviews as its primary data source. According to the study's findings, there are several important advantages to human resource training in educational settings. Managerial implementation in this study illustrates how training can enhance the quality of instruction by enhancing instructors' abilities and knowledge and helping them adjust to evolving curriculum, technology, and teaching methodologies.*

Keywords:

Off The Job Training, Teacher, School

INTRODUCTION

In today's increasingly competitive work world, human resource (HR) management is one of the key factors in achieving the success of an organization (Nazara & Yuliana, 2024). Training and development are important aspects in human resource management that function to improve employee skills, knowledge, and competencies (Rosinta & Yuliana, 2024). In the era of globalization and rapid technological advances, organizations are required to adapt to changes that occur in the business environment (Bali & Yuliana, 2024). Training is an activity that can obtain, improve and also develop the potential for employee productivity that can produce more disciplined employees, have certain skills and expertise, while development is an activity that is always directed at preparing employees who move to get new positions by conducting development, change or growth within an organization (Malik et al., 2024).

Humans are the driving force in thinking and planning in achieving organizational goals (Dauletova & Al-Busaidi, 2024). So, companies must pay attention to employee training and development in order to improve the abilities and competencies of their employees (Kim et al., 2024). They can have additional skills or can know what potential is within them and realize that they are valuable assets owned by the company (Kanter, 2024). Employee training programs are needed in order to improve employee competence and ability in carrying out their work, which ultimately supports the achievement of the goals and vision and mission of the company or organization (Hoffmann & Withers, 2024).

According to Morris (2024), the quality of an organization's human resources is very important for its success, so every organization must strive to improve the quality of its workforce, one of which is through training and development programs. Therefore, investment in employee training and development is a must to maintain competitiveness and increase company productivity (Krylov, 2024). Human Resources (HR) are the most important assets in an organization that play a critical role in achieving the success and competitiveness of the company in the current era of globalization (Sun & Jung, 2024). According to Shet (2024), HR training and development is a fundamental strategy to improve employee competence, performance, and productivity. Pahuja (2024) research confirms that continuous investment in HR development can create sustainable competitive advantage for organizations.

Training conducted outside the workplace with the aim of improving knowledge and skills that are more theoretical and not directly related to daily tasks (Kim, 2024). These forms of training include seminars, workshops, courses, and e-learning-based training (Alkadi et al., 2024). The following are examples of Off-the-Job Training: First, By participating in courses or workshops held outside the company, such as management training, information technology training, or language courses. Second, attending industry seminars or conferences where employees can learn about the latest trends, new technologies, and best practices from experts in their fields. Third, Following leadership training programs

outside the office to develop managerial and leadership skills where they will learn about management strategies, communication, and decision making. With this background, this study examines the implementation of training and development on work productivity. It is hoped that this analysis can provide useful insights for companies in designing effective and sustainable HR training and development policies.

RESEARCH METHODS

In this study, the author uses a qualitative approach with a descriptive research method. Tarisca et al., (2024); Bali & Yuliana (2024) and Riyanto & Yuliana (2024) in Yuliana (2024) define qualitative research as research that is descriptive in nature and often uses analysis. This qualitative descriptive research relies on observations and interviews in collecting data in the field (Tybah et al., 2024 ; Oktafianto et al. , 2024 ; Yuliana, 2023). Descriptive research is a research method that aims to describe the characteristics of a phenomenon or population systematically, without changing or manipulating existing variables (Alfian et al., 2024; Ambiyah et al., 2024; Astri et al., 2024). The descriptive method is used to systematically describe the data collected on HR training and development policies trying to make generalized conclusions. Primary data was collected through interviews and direct observation of employees and management.

RESULTS AND DISCUSSION

The Saint Francis Foundation oversees Senior High School Asisi in Jakarta as an educational establishment. "Building an intelligent, transformative, innovative and ecological educational community" is the mission statement of Senior High School Asisi as an educational institution. To carry out this mission, the school provides training and development for its human resources (HR).

Training and Development implemented at Asisi High School - Jakarta

1. Seminar

As an educational institution, SMA Asisi - Jakarta held a seminar on "Franciscan Spirituality & Independent Curriculum" the seminar on Franciscan Spirituality and Independent Curriculum provides a deep understanding of the relationship between Franciscan spiritual values and the implementation of Independent Curriculum in the world of education. This seminar aims to bring together two important aspects, namely how Franciscan principles, such as simplicity, humility, love, and justice, can be integrated into a more flexible education system based on freedom of learning. The results of this seminar show that the integration of Franciscan spirituality into the Independent Curriculum can create a more humanistic learning environment and be oriented towards character formation.

Seminar participants consisting of teachers and employees realized that this approach that prioritizes humanitarian values and love can enrich students' learning experiences, making them more concerned about others

and the environment. This training also emphasized the importance of the relevance of the Independent Curriculum which provides space for students to learn independently, while guiding them to develop positive and spiritual attitudes in accordance with Franciscan teachings. Participants in the seminar believed that this method might help create people who are more aware of the demands of the environment and society and actively work to bring about justice and peace. This conference led to a more comprehensive understanding of how spiritually based education might develop a generation that is both highly morally upright and academically competent, in line with Franciscan teachings that place a premium on love and service to others.



Figure 1. Seminar Documentation
Source: St. Francis of Assisi Foundation (2024)

2. Workshop

SMA Asisi – Jakarta participated in a workshop on smart learning with AI technology held by Council for Catholic Education in the Jakarta Archdiocese. This workshop provided in-depth insights into how artificial intelligence (AI) technology can be integrated into the learning process. This event aims to educate participants, especially teachers or instructors, about the potential of AI in improving the quality of education, both in terms of efficiency, personalization, and interactivity. During the workshop, participants were introduced to various AI applications that can be used in educational environments, such as adaptive learning systems, educational chatbots, Canva, and data analysis to monitor student progress.

Participants were also invited to understand how AI can help create a more interactive and engaging learning experience, as well as support more efficient and personalized teaching. In addition, in-depth discussions on the challenges and opportunities of using AI in education were also an important part of this workshop. Participants were given the opportunity to share experiences and ideas related to the implementation of this technology in their respective educational contexts. The results of this workshop show that

AI technology has great potential to revolutionize the way we teach and learn. With a better understanding of AI applications, participants are expected to be able to apply this technology in everyday learning, improve the quality of education, and prepare students to face future challenges.



Figure 2. Workshop Invitation

Source : Council for Catholic Education in the Jakarta Archdiocese (2024)

3. Subject Teachers' Conference

Subject Teachers' Conference training is one of the important efforts in improving the quality of education in Indonesia. Through this activity, teachers from various schools in one subject can gather, share knowledge, and discuss various strategies and the latest teaching methods that can be implemented in the classroom. The results of this Subject Teachers' Conference training are very useful in optimizing the teaching and learning process. The training participants gain new insights into the curriculum, educational technology, and more effective and interesting teaching techniques Teachers' collaboration is further strengthened by this training, which also offers assistance and practical experience in overcoming obstacles in the classroom.

The Subject Teachers' Conference gives educators the chance to advance their professional development, including the ability to plan and oversee digital learning and enhance their assessment and evaluation abilities for student learning outcomes. It is envisaged that this type of training will positively affect student growth and raise the quality of learning.

Supporting employees' career growth is another goal of training and development. Leadership training, coaching, and mentoring are examples of career development programs that assist people in being ready for more responsibility. As a result, workers feel more appreciated and are inspired to make greater contributions to the company. Enhanced proficiency will enable

people to do their tasks more successfully and efficiently. Employees can adjust to changes in the workplace more quickly with well-designed training, such as when new technology is introduced or regulations change. This gives businesses a competitive edge while dealing with market conditions.

Workers are more likely to be productive when they possess the abilities and information necessary for their jobs. Specific job-specific training helps decrease errors, enhances output quality, and expedites work completion time. Additionally, improving soft skills like cooperation, communication, and time management can boost overall productivity.

Organizations are responsible for making sure that their human resources has the abilities that are pertinent to market demands in the face of fiercer global competition. Through training and development, businesses may stay flexible in response to shifting consumer demands, market trends, and technological advancements. Businesses are able to stay competitive as a result.

CONCLUSION

Based on the research and discussion above, it can be concluded that human resource training in educational institutions has a number of significant benefits. Managerial implementation in this study where training can improve the quality of teaching by improving the skills and knowledge of teachers and adapting to changes in curriculum, technology, and learning methods that continue to develop. Training can also increase motivation and job satisfaction which have a positive impact on HR performance.

It can also improve institutional performance, build a culture of continuous learning, and strengthen teamwork among teaching staff. Therefore, HR training and development are very important for better educational goals and a positive learning environment overall. This study has limitations because it focuses on off-the-job training, suggestions for further research can add other variables such as job satisfaction, employee happiness, and work motivation.

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