

ABSTRAK

SALMIAH HARAHAHAP, Manajemen layanan bimbingan konseling berbasis tugas perkembangan di SMA Negeri 11 Medan. Tesis Program Pasca Sarjana Universitas Negeri Medan, 2006.

Tidak efektifnya pengelolaan kegiatan layanan bimbingan konseling di sekolah, guru mata pelajaran yang difungsikan menjadi guru BK untuk mencukupi jumlah jam efektif mengajar, siswa yang takut menghadap guru BK, serta diberlakukannya kurikulum berbasis kompetensi, merupakan latar belakang masalah penelitian ini. Masalah penelitian ini adalah bagaimana kegiatan manajerial layanan bimbingan konseling di SMA Negeri 11 Medan.

Penelitian ini bertujuan untuk mengungkap:

- 1) Pelaksanaan manajemen layanan bimbingan konseling yang dilaksanakan di SMA Negeri 11 Medan,
- 2) kualifikasi guru pembimbing sebagai pelaksana utama kegiatan BK,
- 3) Langkah dalam meningkatkan layanan bimbingan-konseling berbasis kompetensi,
- 4) Menemukan kendala-kendala dalam pelaksanaan, dan
- 5) Upaya dalam mengatasi kendala dalam pelaksanaan layanan bimbingan konseling berbasis kompetensi. Metode penelitian ini menggunakan pendekatan kualitatif *naturalistic*, dengan observasi, wawancara dan kajian dokumentasi sebagai alat pengumpul data.

Temuan penelitian adalah:

- 1) SMA Negeri 11 Medan menerapkan pola manajemen layanan BK berbasis tugas perkembangan, dengan dasar penyusunan rencana program masih dengan kurikulum 1994, dan tidak semua jenis layanan dapat dilaksanakan terutama layanan konseling kelompok, Siswa yang dilayani masih yang melanggar peraturan/tata tertib sekolah, belum semua siswa mendapat pelayanan, belum semua guru pembimbing melaksanakan kegiatan layanan ke dalam kelas. Guru mata pelajaran belum semua berkoordinasi dengan BK, sebagian masalah siswa diatasi sendiri oleh guru mata pelajaran. Pengawasan, masih bersifat umum yang dilaksanakan oleh kepala sekolah, sebagai penanggung jawab seluruh kegiatan, dan penilaian/tindak lanjut dilaksanakan hanya pada akhir tahun oleh kepala sekolah bersama koordinator BK, wakil kepala bidang kesiswaan, guru mata pelajaran/wali kelas,
- 2) tidak ada guru mata pelajaran yang difungsikan menjadi guru BK,
- 3) langkah dalam meningkatkan layanan, ada program BK, ada pembagian siswa asuh, ada silabus BK, ada jadwal/roster BK, satuan layanan/pendukung BK, buku pribadi, buku penghubung, alat ungkap masalah (angket), ada pengawasan dan penilaian/tindak lanjut yang bersifat umum
- 4) kendalanya kurikulum BK belum ada, buku/modul materi pendukung layanan BK masih terbatas, kotak saran tidak berjalan
- 6) upaya yang dilakukan guru BK mengikuti MGP, seminar, pelatihan, diberi kesempatan untuk melanjutkan pendidikan, dalam meningkatkan pengetahuan BK, dan tetap menginformasikan keberadaan BK pada seluruh personil sekolah

Kesimpulan dan hasil penelitian ini bahwa: pelaksanaan kegiatan BK di SMA Negeri 11 Medan, telah menerapkan pada pelaksanaan manajemen layanan bimbingan konseling pola berbasis tugas perkembangan.

ABSTRACT

SALMIAH HARAHAP, Management Guidance and Counselling Based on Duty Development at SMA Negeri 11 Medan Thesis. Post Graduate Program of Medan State University, 2006.

The Study deals with overcoming problems related to effective management of guidance and counselling at schools, functioning teachers of subject matters as teachers of guidance and counseling for the sake of fulfilling obligated teaching time, students who are afraid of teachers of guidance and counselling and the implementation on competence based curriculum. Therefore this study is focused on finding out how the guidance and counselling activities managed at SMA Negeri 11 Medan.

This study is aimed particularly at revealing :

1. The realization of guidance and counselling management at SMA Negeri 11 Medan.
2. The proper qualification of the teachers of guidance and counselling activities.
3. The steps in increasing guidance and counselling based on competence
4. The constraints of guidance and counselling activities and
5. The efforts of overcoming constraints in managing the activities of guidance and counselling based on competence.

The method used for this study was naturalistic approach while observation, interview and documentation were used as tools of collection the data.

The findings are :

1. SMA Negeri 11 Medan implements the guidance and counselling management based on duty development but it is designed still based on 1994 curriculum. Not all of guidance are managed especially group counselling. The emphasis of counselling is due to students who break the school regulations. Not all of students are supervised. Not all of teachers of guidance and counselling do supervision activities in the class. Not all of teachers of subject matters do coordination with teachers of guidance and counselling even some of them manage their students problems by them selves. The given supervision is still the general one, mostly done by the headmaster who is responsible for all activities and follow up or evaluation is done only at the end of the year by the headmaster together with the guidance and counselling coordinator, the vice to the head of students affair, teachers of subject matters and the supervisors of classes.
2. There is no teachers of subject matters functions as teachers of guidance and counselling
3. There are several steps taken in order to increase the quality of supervision students, providing guidance and counselling syllabus, publishing schedule for guidance and counselling support, providing personal private books and communication books, questionnaires, supervision and general follow up and evaluation
4. The constraints are due to no curriculum for guidance and counselling books, moduls for material support are still limitd, box for commet5 and suggestion is used effectively.
5. There are some teacher sent to attend the MGM seminars, trainings even providing opportunity of continuing the study in order to improve the guidance and counselling knowledge and keep informing the availability of guidance and counselling to all school staffs.

The conclusion is SMA Negeri 11 Medan has conducted the guidance counselling management based on duty development.