“THE POWER OF COMMUNICATION AMONG ADMINISTRATORS AND TEACHERS”

by

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In any human relationships, COMMUNICATION is a very important element to be able to effectively understand one another. Meetings, elections and other formal interactions must be properly communicated from the highest to the lowest hierarchy in the organizational strata. If the communication comes from the higher strata then that is part of leadership and if it comes from the lower strata then that is followership.

However, communication gaps occur because of personal differences particularly in terms of values, preferences and attitude between the sender and the receiver. The manager/leader/supervisor should be able to "clearly" "communicate" or "inform" (sender of message) the employees under its management that these are the tasks or works to be done for the accomplishment of a particular objective whereas it ultimately aims for the general development of the entire organization. The subordinates/employees/staff, etc. (receiver of message) hence, must follow these task/work upon or after understanding "clearly" the message of the said manager/leader/supervisor.

Many problems, in and out of schools, can be directly traced to whether information was communicated, how it was communicated, and who communicated it (http://www.educationalleaders.govt.nz). Therefore, nobody can underestimate the power and influence of communication in schools.

School administrators and teachers use effective communication in many ways. Administrators used memorandum, orders, letters, etc. when communicating with their teachers and staff. Teachers usually use letters of various types: letter of request, letter of intent, letter asking permission to conduct their school programs, etc. and letters to call
parents at home. Some teachers also write notes to parents, or send home information about the child with other family members. Finally, some teachers and schools provide translators for the diverse cultural backgrounds of children and their families especially when there are tourists or exchange students or other groups of visitors.

However, if the subordinate, staff and employee think or feel that there could be some concerns, challenges or even problems that may arise on performing of such particular objectives, they may also voice out their opinion in a respectful manner to the manager or leader for some consideration. Therefore, communication to become effective must be a two way process.

Yet, in the end, an objective is an objective, the subordinate must perform his/her task/work to attain the said objective. If the subordinate fails or half-done the objectives, please let us be reminded that it is not only the failure of the subordinate, it can be also considered as a failure of the supervisor, thus again ultimately can be a cause of the failure of the entire organization in relation to efficiency and productivity in the service.

Let us work together harmoniously for the sake of our beloved organization/institution. Failure is not acceptable and is never our option especially we are in the educational system. Let us slowly go away from the "old ways" or "old habit" which causes delays of inefficiency in the public service.