

**PENDIDIKAN DAN PELATIHAN (PUSDIKLAT) KEUANGAN UMUM  
2019**

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**ABSTRAK**

Penelitian ini bertujuan untuk memberikan informasi bagaimana penyelenggaraan program Pelatihan Sekretaris Pimpinan yang telah dilaksanakan oleh Pusat Pendidikan dan Pelatihan (PUSDIKLAT) Keuangan Umum. Penelitian evaluasi program ini menggunakan model evaluasi *Context, Input, Process, dan Product* (CIPP) dengan pendekatan evaluatif. Teknik pengumpulan data melalui wawancara, dokumentasi, observasi, dan angket. Subjek penelitian ini adalah penyelenggara pelatihan, pengajar dan alumni Pelatihan Sekretaris Pimpinan 2018. Uji keabsahan data meliputi uji validitas internal, validitas eksternal, realibilitas, dan objektivitas. Hasil penelitian menunjukkan bahwa penyelenggaraan Pelatihan Sekretaris Pimpinan telah berjalan dengan baik sesuai aspek yang dievaluasi. 1) Pada aspek evaluasi *context* telah sesuai dengan kriteria yang dievaluasi. 2) Pada aspek evaluasi *input*, bahwa penyelenggara pelatihan telah menjalankan tanggung jawab sesuai dengan tugas dan fungsinya. Kurikulum pelatihan telah sesuai dengan kebutuhan peserta walaupun masih harus disesuaikan dengan kebutuhan lapangan. Sarana dan prasarana telah tersedia dengan baik. 3) Pada aspek *process*, penyelenggaraan pelatihan telah sesuai dengan petunjuk pelaksanaan pelatihan. 4) Pada aspek *product*, Pusdiklat telah menyelenggarakan pelatihan dengan baik. Setelah mengikuti pelatihan terdapat penambahan pengetahuan dan keterampilan pada peserta pelatihan sekretaris pimpinan.

**Kata Kunci: Evaluasi Program, CIPP, Program Pelatihan Sekretaris Pimpinan**

**THE EVALUATION of SECRETARY of CHIEF'S TRAINING PROGRAM in  
GENERAL FINANCE'S LEARNING CENTER (PUSDIKLAT KEUANGAN  
UMUM)  
2019**

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**ABSTRACT**

*The purpose of this study is to provide informations about the implementation of Secretary of Chief's Training Program that has been carried out by the General Finance's Learning Center (Pusdiklat Keuangan Umum). This program evaluation study used the Context, Input, Process, and Product (CIPP) evaluation model with an evaluative approach. The data collection techniques were conducted through interviews, documentations, observations, and questionnaire. Training organizers, instructors and alumni of the 2018 Secretary of Chief's Training Program were tested as the subjects of this study. The data validation test included tests of internal validity, external validity, reliability, and objectivity. The results showed that the implementation of Chief's Training had run well according to the aspects evaluated. 1) The aspect of context evaluation corresponded to the criteria evaluated. 2) On the aspect of input evaluation, the training provider has carried out responsibilities in accordance with their duties and functions. The training curriculum was convenient for the participants' needs but still had to be adjusted to the needs in the field. Facilities and infrastructure were well provided. 3) On the process aspect, the implementation of the training was in accordance with the instructions. 4) On the product aspect, the learning center has organized the training well. It appears that there is an increase of knowledge and skills of the participants after attending the secretary of chief's training programs.*

*Keywords: Program Evaluation, CIPP, Secretary of Chief's Training Program*