

**Manajemen Pendidikan dan Pelatihan Mediator Hubungan Industrial  
Angkatan 84 di Pusat Pendidikan dan Pelatihan Pegawai Kementerian  
Ketenagakerjaan Republik Indonesia  
(2019)**

**Kiki Fitriani Matondang**

**ABSTRAK**

Penelitian yang berjudul Manajemen Pendidikan dan Pelatihan Mediator Hubungan Industrial Angkatan 84 di Pusat Pendidikan dan Pelatihan Pegawai Kementerian Ketenagakerjaan Republik Indonesia bertujuan untuk mengetahui dan memperoleh gambaran mengenai Perencanaan Diklat, Pelaksanaan Diklat, serta Evaluasi Diklat. Penelitian dilakukan pada bulan September 2018 hingga Januari 2019 menggunakan pendekatan kualitatif dengan metode deskriptif. Teknik yang digunakan untuk mengumpulkan data adalah wawancara, observasi, dan studi dokumentasi. Analisis data dilakukan melalui tahapan kredibilitas data, transferabilitas, dependabilitas, dan konfirmabilitas. Hasil dari pembahasan penelitian ini adalah Perencanaan Diklat Mediator Hubungan Industrial Angkatan 84 di Pusdiklat Pegawai Kemnaker dimulai dengan AKD (Analisis Kebutuhan Diklat), merumuskan kurikulum, silabus, materi, metode, jadwal, dan widyaiswara. Tahap Pelaksanaan diklat dimulai dengan surat pemanggilan peserta, kemudian hasil dari perumusan kurikulum, silabus, materi, metode, jadwal, dan widyaiswara maka dibuat jadwal *tentative*. Selanjutnya adalah proses pembelajaran dimulai dengan diklat klasikal dan non klasikal (Praktek Kerja Lapangan) peserta dalam hal keterampilan. Tahap Evaluasi terbagi menjadi tiga, yaitu evaluasi terhadap peserta, evaluasi terhadap penyelenggaraan dan evaluasi terhadap widyaiswara Tindak lanjut dari evaluasi diklat adalah evaluasi purna diklat untuk mengetahui apakah pembelajaran yang didapat ketika mengikuti diklat diterapkan di instansi peserta diklat bekerja.

Kata Kunci: Manajemen Pendidikan dan Pelatihan, Perencanaan Diklat, Pelaksanaan Diklat, Evaluasi Diklat

***Management Of Education And Training Mediators Industrial Relations  
Class 84 In The Centers for Education and Training Ministry of  
Employment of The Republic of Indonesia  
(2019)***

**Kiki Fitriani Matondang**

***ABSTRACT***

*The study entitled Management Of Education And Training Mediators Industrial Relations Class 84 In The Centers for Education and Training by The Office of The Labor Ministry of The Republic of Indonesia aims to find out and get an overview of Training Planning, Training and Education and Training Evaluation. The study is conducted in September 2018 until January 2019 using a qualitative approach with descriptive methods. The techniques used to collect data is interviews, observation, and documentation studies. Data analysis is done through the stages of data credibility, transferability, dependability, and confirmation. The results of the discussion of this study are the Industrial Relations Mediator Training Plan 84 in the Ministry of Manpower Education and Training Center starting with AKD (Training Needs Analysis), formulating curriculum, syllabus, material, methods, schedules, and widyaiswara. The implementation of the training began with a signalling letters participants, then the results of the formulation of the curriculum, syllabus, material, methods, schedule and widyaiswara, then a tentative schedule was created. Subsequently the learning process begins with classical and non-classics training (Job Training) participants in terms of skills. The evaluation process is divided into three, namely evaluation of participants, evaluation of the implementation and evaluation of widyaiswara. The follow-up of training evaluation is the evaluation of full-time education to find out whether the learning obtained when participating in training is applied in the training participants.*

*Keywords: Education and Training Management, Planning Training, Training Implementation, Evaluation Training*