

ROLE ADVERT

ROLE TITLE: Care and Support Worker
PERMANENT

HOURS: 1 X 30 hrs

POST ID: SAS115

SECTION : Direct Care

GRADE: Band D [SCP 17 to 21 - £17,547 – £19,939 pro rata per annum]

LOCATION: Severn View Resource Centre, Chepstow

RESPONSIBLE TO: Head of Care / Duty Officer

WELSH LANGUAGE ASSESSMENT:

Welsh language skills are desirable

**Should you require any further information regarding this post, please contact:
Sian Gardner, Lead for Residential & Day Services Tel: 01873 853706**

Closing Date: 12 noon Friday 16th December 2016

Please Note that we are not able to accept CV's

Application forms can be completed online or down loaded via:

www.monmouthshire.gov.uk/how-to-apply-for-council-jobs

Applications may be submitted in Welsh, and that an application submitted in Welsh will not be treated less favourably than an application submitted in English.

Completed paper application forms should be returned to the following address:-
People Services, Monmouthshire County Council, PO BOX
106, CALDICOT, NP26 9AN

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an Enhanced Disclosure Check.

Monmouthshire County Council is an equal opportunities employer and welcomes applications from all sections of the community.

All posts are open to job-share unless stated otherwise.

Monmouthshire County Council operates a Smoke Free Workplace policy.



ROLE PROFILE

ROLE:	Care and Support worker 1 X 30 hrs
POST NO:	SAS115
SECTION :	Direct Care
GRADE:	Band D [SCP 17 to 21 - £17,547 - £19,939 pro rata per annum]
LOCATION:	Severn View Resource Centre
RESPONSIBLE TO:	Head of Care / Duty Officer

Severn View Resource Centre.....Who are we?

- We are part of the council and provide services to people of Monmouthshire who are no longer able to manage successfully at home
- We provide the following services:
- Residential Dementia Care – providing a safe and supportive environment for those living with a dementia.
- Respite services – short term respite stays to enable carers to have a break.
- Reablement Services – supporting people in the short term to help people regain independence and ensure that services if required in the long term are tailored to individual need
- Day Care Services – Providing opportunities of social stimulation and occupation for older people living in the community. This may be through attending our in-house Day Services provisions or being assisted to make other connections within the community that would be of interest to them.

Our Purpose:

- We promote a relationship based experience of receiving care - care that supports a more natural life, promotes choice, control, independence and meets the social and emotional needs of the people we support.
- Improved listening and assessment - we understand 'what matters' and we know the person 'ordinarily'. In this context person centred support is only ever about the individual and founded on the persons individual needs for autonomy, inclusion, identity, attachment and comfort.
- Making it home – We recognise that “home” is different to us all and our homes reflect who we are as an individual. We will support the person to create a home and be at home; what comfort, security and individuality is to you. Shared areas will reflect the people who live in the home and their preferences. They will be involved in deciding themes, decoration and the layout of these spaces.
- Services support the spirit of the person. We will place equal importance on the social and emotional well-being of the person as well as their physical well-being.
- Services support families, friends and other important people to remain involved - they will feel involved and listened to and encouraged to actively advocate for

individuals in our care. They will develop relationships with staff and individual Keyworkers and work together to ensure person centred care is received for their loved ones

- The home looks, sounds and feels like a place for individuals to express themselves, have fun, make noise, be involved, be busy, find retreat and privacy and is at its heart whatever it needs to be to respond to how any person feels at any given moment.
- We recognise the importance of food and drink to a person's well-being. Mealtimes will be a relaxed and leisurely occasion. Food and drink will be available and visual to individuals at all time, so that food and drink can be enjoyed at a time that suits the individual. We will ensure we meet individual nutritional and dietary requirements.
- Maintaining connections with their local communities - to support people to maintain a sense of personal identity and inclusion in the local community. Communities will become more inclusive and awareness of dementia will increase. We will actively seek opportunities to engage in the local community both through accessing community and inviting community groups to visit regularly.
- Hierarchy - Services work closely with all those involved in supporting the person and direct relationships exist that support a seamless and autonomous approach.
- The role of our staff develops - We utilise the skills of staff more fully. Staff feel empowered, valued and their well-being improves. Staff are fully engaged and involved in developments within the home. Staff are suitably matched as far as possible to the individuals they work with.
- All people involved in the care and support of individuals actively promote the service outcomes above.

Managers Expectation of this Role:-

Simply, I am looking for people who can bring the reliability, commitment, integrity and enthusiasm that the people we support deserve. I need this because what we do matters.

Here's what I am looking for from this role:

I need you:-

- To bring yourself; your personality, a big smile and a sense of fun. You need to understand that 100% is the minimum commitment.
- To support people to do as much for themselves as possible working in a way that promotes ability and does not foster dependency.
- To provide care and support to people that is at all times sensitive, confidential and upholds the person's dignity
- To ensure centre based services and activities look, sound and feel focussed on the individual; inviting, lively, active and stimulating.
- To actively work to safeguard individuals within POVA guidelines.
- To work with people in a way that continually demonstrates a focus on being person centred and relationship focussed. You will need to spend time getting to know the people we support and developing a relationship that supports your role as an 'attached professional' rather than someone who is 'detached'

- To act as the keyworker for some of the people we support taking a lead on liaison with other people involved in their support
- To help people with all aspects of daily living. This includes personal care provided in a way focusses on a person's feelings and in a way that turns tasks into positive social interactions.
- To work with people based only on a detailed understanding of their needs and wishes as described by the person themselves. To spend time to listen and engage with each person in a way that responds to who they are.
- To support the person to feel and be at home; to understand that home is different to all of us (clutter, tidiness etc....) and needs to reflect who we are as an individual. In addition your role will include supporting activity and occupation within the home / centre.
- To administer medication to individuals we support in line with GP guidance, MCC policy and individual's needs.
- To support people to maintain contact with, and reconnect, with their friends, family and local community. This will involve providing direct physical support and the emotional support to do this.
- To work with people in a positive way that ensures that all controlling elements of care are removed and there is no 'them and us'.
- To understand the importance of food and drink in people's lives ready to see meal times as an occasion and to sit and eat with the person being supported.
- To work in a way that supports spontaneity for the person
- To provide support directly to those 'informal' carers who are also supporting the person. You will understand the importance of supporting family, friends and others to remain involved in the care of the person.
- To actively implement the authority's policies and procedures.
- To be competent in using IT. You will need to maintain electronic files for individuals you support.
- To work flexibly with people. We need someone who is available to work shift patterns, weekends and bank holidays. To be flexible to change as and when needed to suit the needs of the service.
- You will need to be good at communicating. You will need to work closely with people interpreting and understanding the full range of ways in which people communicate. You will need to tell me, through observations and discussion, any concerns as to the health and welfare of the people we support.
- To be able to ask for (and provide) support from your colleagues to help overcome the challenges of this type of work. You will need to be person centred towards your colleagues.
- To be someone who is equally comfortable working as part of a team or working on their own.
- To be someone able to continually reflect on their own practice and personal development to identify where things could be done differently or better.
- To understand the importance of attending supervision and 1:1 meetings with your manager, ensuring you use all opportunities to share, learn and grown in your role. You need to understand the importance of, and taking responsibility for, self-directed learning and development in addition to a commitment to all training opportunities made available to you.
- To be able to build effective working relationships with a wide range of people.
- To be someone with ideas, open to change and new ways of working. However, you will need to follow specific and agreed protocols in relation to health & safety, moving & handling and medications
- To work across service areas providing a seamless and consistent approach to supporting individual.

Here's what we can provide you with:

- A huge sense of satisfaction and pride.
- A great rate of pay with weekend and bank holiday enhancements.
- Pension
- A committed and dedicated management team.
- Great training

What else you need to know.....Monmouthshire Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

Person Specification

How will I know if you are the right person for the role?

This is an exciting and extremely rewarding role but to support people according to who they are what matters to them, we need you to be the following.

Overall experience is not necessary but you will be someone who clearly demonstrates their commitment, enthusiasm and their caring nature. Caring is about supporting someone to live well and to live a natural life. This means that the support we provide will always focus on how a person feels....	
Relationships	You will understand the importance of relationships and that to support people we need know the person; their experiences, their life and who they are now.
Enabling	You will be able to work in way that involves the person to participate fully in their lives assisting them to set and achieve their personal outcomes and goals whatever this may be
Approach	You will adopt an individual approach to each person based on who they are and how they feel. You will adjust and adapt continually to stay in the moment and to support someone according to what matters.
Availability & Flexibility	You will need to work at times of the day that people need support and that you understand that this will change on any given day according to how that person feels. This means being focussed on the individual and not a routine.
Self	You will be someone who is comfortable being yourself at work and you are self-aware and open.
Feeling	You will be emotionally warm, offering closeness and empathy to each individual
Together	You are someone able to be a friend to the people we support; with no them and us.
Inspiring	You will be passionate and positive; able to make a connection with people that makes a difference.
Nurturing	You will be someone who can provide comfort, security and a sense of belonging
Accepting	You will be able to be positive about a person's reality and understanding of the fact that feelings can be displayed as actions or words.
Spontaneous	You will be someone who can create opportunities that will provide occupation and stimulation. You will be able to think on your feet and change the moment.
Team	You will understand the importance of your contributing to the team understanding that the outcomes for the people we support improve when the team work well together. You will have the ability to communicate openly and listen to the ideas of others
Supporting	You will be comfortable to express your own emotions and support others with theirs.
Growing	You will need to be open to learning, challenge and self-reflection.
Driving	Use of a car and full UK driving license is preferable
Qualifications	A qualification is not needed to apply for this role but you must be willing to undertake the QCF Level 2 in Care.

PROFFIL SWYDD

SWYDD:	Gweithiwr Gofal a Chymorth Parhaol
ORIAU:	1 X 30 hrs
RHIF SWYDD	SAS115
ADRAN :	Gofal Uniongyrchol
GRADD:	Band D [SCP 17 i 21 - £17,547 – £19,939 pro rata y flwyddyn]
LLEOLIAD:	Canolfan Adnoddau Severn View
CYFRIFOL I:	Pennaeth Gofal / Swyddog Dyletswydd

Cymru asesiad iaith: Sgiliau iaith Gymraeg yn ddymunol

Os hoffech unrhyw wybodaeth bellach am y swydd hon, cysylltwch â: Sian Gardner, arweiniol ar gyfer gwasanaethau dydd & preswyl ffôn: 01873 853706

Dyddiad cau: hanner dydd dydd Gwener 16/12/2016

Dylech nodi nad ydym yn gallu derbyn CV ar

Gellir cwblhau ar-lein neu lawrlwytho drwy'r ffurflenni cais:
www.monmouthshire.gov.uk/how-to-apply-for-Council-Jobs

Gellir cyflwyno ceisiadau yn y Gymraeg, a bod cais a gyflwynir yn Gymraeg nad ymdrinnir â llai ffafriol na chais a gyflwynir yn Saesneg.

**Dylid dychwelyd ffurflenni cais wedi'u llenwi papur i'r cyfeiriad canlynol:-
gwasanaethau pobl, Cyngor Sir Fynwy, PO BOX 106,
CALDICOT, NP26 9AN**

Canolfan Adnoddau Severn View - pwy ydym ni?

- Rydym yn rhan o'r cyngor a darparwn wasanaethau i bobl Sir Fynwy ydynt mwyach yn medru ymdopi'n llwyddiannus yn eu cartrefi eu hynain.
- Darparwn y gwasanaethau dilynol:
 - Gofal Preswyl Dementia - rhoi amgylchedd diogel a chefnogol i'r rhai sy'n byw gyda dementia.
 - Gwasanaeth seibiant - seibiant preswyl tymor byr i alluogi gofalwyr i gael hoe.
 - Gwasanaethau Ail-alluogi - cefnogi pobl yn y tymor byr i helpu pobl i adennill annibyniaeth a sicrhau y caiff gwasanaethau eu teilwra i angen unigol os oes eu hangen yn yr hirdymor.
 - Gwasanaethau Gofal Dydd - Rhoi cyfleoedd symbyliad cymdeithasol a rhoi rhywbeth i'w wneud i bobl hŷn sy'n byw yn y gymuned. Gall hyn fod drwy fynychu ein darpariaeth Gwasanaethau Dydd mewnol neu eu

cynorthwyo i wneud cysylltiadau eraill o fewn y gymuned a fyddai o ddiddordeb iddynt.

Ein Diben:

- Rydym yn hyrwyddo profiad seiliedig ar berthynas o dderbyn gofal - gofal sy'n cefnogi bywyd mwy naturiol, yn hyrwyddo dewis, rheoli, annibyniaeth ac sy'n diwallu anghenion cymdeithasol ac emosiynol y bobl a gefnogwn.
- Gwella gwrando ac asesu - rydym yn deall 'yr hyn sy'n cyfri' ac rydym yn adnabod y person 'yn gyffredin'. Yn y cyd-destun hwn dim ond am yr unigolyn mae cymorth sy'n canoli ar y person ac wedi'i seilio ar anghenion unigol y person am annibyniaeth, cynhwysiant, hynaniaeth, ymlyniad a chysur.
- Ei wneud yn gartref - Rydym yn cydnabod fod "cartref" yn wahanol i ni gyd a'n cartrefi yn adlewyrchu yr hyn rydym fel unigolyn. Byddwn yn cefnogi'r person i greu cartref a bod adref; beth yw cysur, sicrwydd ac unigrywedd i chi. Bydd yr ardaloedd a gaiff eu rhannu yn adlewyrchu'r bobl sy'n byw yn y cartref a'u dewisiadau. Byddant yn ymwneud â phenderfynu themâu, addurno a chynllun y gofodau hyn.
- Mae gwasanaethau'n cefnogi ysbryd y person. Byddwn yn rhoi pwysigrwydd cyfartal ar les cymdeithasol ac emosiynol y person yn ogystal â'u lles corfforol.
- Mae gwasanaethau'n cefnogi teuluoedd, ffrindiau a phobl bwysig eraill i barhau i gymryd rhan - byddant yn teimlo bod ganddynt ran a'u bod eu llais yn cael ei glywed a'u hannog i hybu unigolion yn ein gofal. Byddant yn datblygu perthynas gyda staff a gweithwyr allweddol unigol ac yn cydweithio i sicrhau y caiff gofal sy'n canolbwyntio ar y person ar gyfer eu hanwyliaid.
- Mae'r cartref yn edrych, swnio ac yn teimlo fel lle ar gyfer unigolion i'w mynegi eu hynain, cael hwyl, gwneud swm, cymryd rhan, bod yn brysur, canfod lloches a phreifatrwydd ac yn ei galon beth bynnag sydd ei angen i ymateb i sut mae unrhyw berson yn teimlo ar unrhyw foment benodol.
- Rydym yn cydnabod pwysigrwydd bwyd a diod i lesiant person. Bydd amser prydau bwyd yn adeg hamddenol lle gall pobl ymlacio. Bydd bwyd a diod ar gael ac yn weledol i unigolion bob amser, fel y gall bwyd a diod gael ei fwynhau ar yr adeg sy'n gweddu i'r unigolyn. Byddwn yn sicrhau ein bod yn cyflawni gofynion maeth a dietegol ychwanegol.
- Cynnal cysylltiadau gyda'u cymunedau lleol - cefnogi pobl i gynnal ymdeimlad o hynaniaeth bersonol a chynhwysiant yn y gymuned leol. Daw cymunedau yn fwy cynhwysol a bydd ymwybyddiaeth o dementia yn cynyddu. Byddwn yn edrych am gyfleoedd i gymryd rhan yn y gymuned leol drwy fynediad i'r cyfan a gwahodd grwpiau cymunedol i ymweld yn rheolaidd.
- Hierarchaeth - Gwasanaethau yn gweithio'n agos gyda phawb sy'n cymryd rhan i gefnogi'r person a'r perthnasoedd uniongyrchol sy'n bodoli sy'n cefnogi dull gweithredu llyfn ac annibynnol.
- Mae rôl ein staff yn datblygu - defnyddiwn sgiliau staff yn llawnach. Mae staff yn teimlo fod ganddynt rym, eu bod yn cael eu gwerthfawrogi a bod eu llesiant yn gwella. Mae staff yn cymryd rhan lawn ac yn cymryd rhan mewn datblygiadau o fewn y cartref. Caiff staff eu cyfateb yn addas cyn belled ag sy'n bosibl i'r unigolion y gweithiant gyda nhw.

- Mae pob person sy'n ymwneud â gofal a chymorth unigolion yn hyrwyddo canlyniadau'r gwasanaeth uchod.

Disgwyliad y Rheolwr o'r Swydd:

Yn syml, rwy'n edrych am bobl ac ymroddedig gyda'r integriti a'r brwdfrydedd y mae'r bobl a gefnogwn yn eu haeddu. Rwyf angen hyn oherwydd bod yr hyn a wnawn yn cyfri.

Dyma'r hyn rwy'n edrych amdano o'r swydd yma:

Mae angen i chi:

- Dod â chi'ch hynan; eich personoliaeth, gwên fawr ac ymdeimlad o hwyl. Mae angen i chi ddeall mai 100% yw'r isafswm ymrwymiad.
- Cefnogi pobl i wneud cymaint drostynt eu hynain ag sydd modd gan weithio mewn ffordd sy'n hyrwyddo gallu ac yw'n meithrin dibyniaeth.
- Darparu gofal a chefnogaeth i bobl sydd bob amser yn sensitif, cyfrinachol ac yn cadw urddas y person.
- Sicrhau fod gwasanaethau a gweithgareddau sy'n seiliedig yn y ganolfan yn edrych, yn swnio ac yn teimlo fel bod ganddynt ar yr unigolyn: deniadol, bywiog, egniol a diddorol.
- Gweithio i ddiogelu unigolion o fewn canllawiau amddiffyn oedolion agored i niwed.
- Gweithio gyda phobl mewn ffordd sy'n dangos ffocws yn barhaus o fod yn canolbwyntio ar y person ac ar berthynas. Bydd angen i chi dreulio amser yn dod i adnabod y bobl a gefnogwn a datblygu perthynas sy'n cefnogi eich rôl fel 'gweithiwr proffesiynol ymlynedig' yn hytrach na rhywun sydd ar wahân.
- Gweithio fel gweithiwr allweddol ar gyfer rhai o'r bobl a gefnogwn sy'n arwain at gydlynw gyda phobl eraill sy'n ymwneud â'u cefnogaeth.
- Helpu pobl gyda phob agwedd o fyw bob dydd. Mae hyn yn cynnwys gofal personol a gaiff ei ddarparu mewn ffordd sy'n canolbwyntio ar deimladau person ac mewn ffordd sy'n troi tasgau yn rhyngweithio cymdeithasol cadarnhaol.
- Gweithio gyda phobl yn seiliedig yn unig ar ddealltwriaeth fanwl o'u hanghenion a dymuniadau fel y'u disgrifir gan y person ei hynan. Treulio amser yn gwrandao ac yn ymgysylltu gyda phob person mewn ffordd sy'n ymateb i bwy ydynt.
- Cefnogi'r person i fod a theimlo'n gartrefol; deall bod cartref yn wahanol i ni gyd (annibendod ac yn y blaen) ac y dylai adlewyrchu pwy ydym ni fel unigolion. Yn ychwanegol bydd eich rôl yn cynnwys gweithgaredd cefnogi a rhywbeth i'w wneud o fewn y cartref/canolfan.
- Gweini meddyginiaeth i unigolion a gefnogwn yn unol â chanllawiau meddygon teulu, polisi Cyngor Sir Fynwy ac anghenion unigol.
- Cefnogi pobl i gadw mewn cysylltiad gyda, ac ailgysylltu, gyda'u ffrindiau, teulu a'r gymuned leol. Bydd hyn yn cynnwys rhoi cefnogaeth gorfforol uniongyrchol a'r gefnogaeth emosiynol i wneud hyn.
- Gweithio gyda phobl mewn ffordd gadarnhaol sy'n sicrhau y caiff pob elfen rheoli o ofal eu dileu ac oes unrhyw 'ni a nhw'.
- Deall pwysigrwydd bwyd a diod ym mywydau pobl i weld amser prydau bwyd fel achlysur ac eistedd a bwyta gyda'r person a gefnogir.
- Rhoi cefnogaeth yn uniongyrchol i'r gofalwyr 'anffurfiol' hynny sydd hefyd yn cefnogi'r person.
- Gweithio mewn ffordd sy'n cefnogi naturioldeb ar gyfer y person.
- Rhoi cefnogaeth uniongyrchol i'r gofalwyr 'anffurfiol' hynny sydd hefyd yn cefnogi'r person. Byddwch yn deall pwysigrwydd cefnogi teulu, cyfeillion ac eraill i barhau i gymryd rhan yng ngofal y person.
- Gweithredu polisiau a gweithdrefnau'r awdurdod.



- Gallu defnyddio technoleg gwybodaeth. Bydd angen i chi gadw ffeiliau electronig ar gyfer yr unigolion a gefnogwch.
- Gweithio'n hyblyg gyda phobl. Rydym angen rhywun sydd ar gael i weithio patrymau shift, penwythnosau a gwyliau banc. Bod yn hyblyg i newid fel a phan fo angen i weddu anghenion y gwasanaeth.
- Bydd angen i chi fod yn dda am gyfathrebu. Bydd angen i chi weithio'n agos gyda phobl, gan ddehongli a deall yr ystod lawn o ffyrdd y mae pobl yn cyfathrebu. Bydd angen i chi ddweud wrthyf, drwy arsylwi a thrafod, unrhyw bryderon am iechyd a lles y bobl a gefnogwn.
- Bydd angen i chi fedru gofyn am (a rhoi) cefnogaeth gan eich cydweithwyr i helpu goresgyn heriau'r math yma o waith. Bydd angen i chi fod yn canoli ar y person tuag at eich cydweithwyr.
- Bod yn rhywun sydd yr un mor gysurus yn gweithio fel rhan o dîm neu'n gweithio ar eu pen eu hynain.
- Rhywun a all adfyfrio'n barhaus ar eu hymarfer a datblygiad personol eu hynain i ddynodi lle gellid gwneud pethau'n wahanol neu'n well.
- Deall pwysigrwydd mynychu cyfarfodydd goruchwyllo ac un i un gyda'ch rheolwr, gan sicrhau y defnyddiwr bob cyfle i rannu, dysgu a thyfu yn eich rôl. Rwyf angen i chi ddeall pwysigrwydd a chymryd cyfrifoldeb am ddysgu hynangyfeiriedig a datblygiad yn ogystal ag ymrwymiad i bob cyfle hyfforddiant sydd ar gael i chi.
- Medru adeiladu perthynas waith effeithlon gydag ystod eang o bobl.
- Bod yn rhywun gyda syniadau, agored i niwed a ffyrdd newydd o weithio. Fodd bynnag, bydd angen i chi ddilyn protocolau penodol a gytunwyd yng nghyswllt iechyd a diogelwch, codi a chario a meddyginiaeth.
- Gweithio ar draws meysydd gwasanaeth gan roi dull llyfn a chyson i gefnogi unigolion.

Dyma'r hyn y gallwn ei roi i chi

- Ymdeimlad mawr o fodlonrwydd a balchder.
- Cyflog da gydag ychwanegiadau penwythnos a gwyliau banc.
- Pensiwn.
- Tîm rheoli ymroddedig ac ymrwymedig.
- Hyfforddiant gwyb.

Beth arall sydd angen i chi wybod ... Gwerthoedd Sir Fynwy yw ...

- Bod yn agored: Anelwn fod yn agored ac onest i ddatblygu perthynas o ymddiriedaeth.
- Bod yn deg: Anelwn ddarparu dewis, cyfleoedd a phrofiadau a teg a dod yn sefydliad sydd wedi adeiladu ar barch pobl at ei gilydd.
- Bod yn hyblyg: Anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- Gwaith tîm: Anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

A bydd y rôl yma'n gweithio gyda Sir Fynwy i gyflawni hyn.

Yn ogystal:

Mae pawb a gyflogir yn gyfrifol am sicrhau eu bod bob amser yn gweithredu mewn ffordd sy'n gyson â Pholisi Cyfle Cyfartal Sir Fynwy yn eu maes cyfrifoldeb eu hynain ac yn eu hymddygiad cyffredinol.



Manyleb Person

Sut fyddaf yn gwybod os mai chi yw'r person cywir ar gyfer y swydd?

Mae hon yn rôl gyffrous a gwerth chweil iawn ond i gefnogi pobl yn ôl pwy ydynt a'r hyn sy'n bwysig iddynt, mae angen i chi fod y dilynol:

Nid oes angen profiad cyffredinol ond byddwch yn rhywun sy'n amlwg yn dangos eu hymrwymiad, brwdfrydedd a'u natur ofalgar. Mae gofalu yn ymwneud â chefnogi rhywun i fyw'n dda ac i fyw bywyd naturiol. Mae hyn yn golygu y bydd y gefnogaeth a ddarparwn bob amser yn canolbwyntio ar sut mae person yn teimlo....	
Perthnasoedd	Byddwch yn deall pwysigrwydd perthnasoedd a bod angen adnabod y person, eu profiadau, eu bywyd a phwy ydynt yn awr er mwyn cefnogi pobl.
Galluogi	Bydd angen i chi allu gweithio mewn ffordd sy'n cynnwys y person i gymryd rhan lawn yn eu bywydau gan eu cynorthwyo i osod a chyflawni eu canlyniadau a'u nodau personol beth bynnag yw hyn.
Dull	Byddwch yn defnyddio dull unigol at bob person yn seiliedig ar bwy ydynt a sut ament yn teimlo. Byddwch yn addasu'n barhaus i aros yn y foment ac i gefnogi rhywun yn ôl yr hyn sy'n cyfri.
Argaeledd a Hyblygrwydd	Bydd angen i chi weithio ar adegau o'r dydd pan mae pobl angen cefnogaeth a byddwch yn deall y bydd hyn yn newid ar unrhyw ddiwrnod penodol yn dibynnu ar sut mae'r person yn teimlo. Mae hyn yn golygu canolbwyntio ar yr unigolyn ac nid trefn.
Hynan	Byddwch yn rhywun sy'n gysurus gyda bod chi'h hynan yn y gwaith ac yn hynanymwybodol ac agored.
Teimlad	Byddwch yn emosiynol gynnes, gan gynnig agosatrwydd a chydymdeimlad i bob unigolyn.
Ynghyd	Byddwch yn rhywun a all fod yn ffrind i'r bobl a gefnogwn, heb ddim ni a nhw
Ysbrydoli	Byddwch yn angerddol ac yn gadarnhaol; yn gallu gwneud cysylltiad gyda phobl sy'n gwneud gwahaniaeth
Maethu	Byddwch yn rhywun a all roi cysur, sicrwydd ac ymdeimlad o berthyn
Derbyn	Byddwch yn gallu bod yn gadarnhaol am realaeth person a deall y ffaith y gall teimladau gael eu dangos fel gweithredoedd neu eiriau
Digymell	Byddwch yn rhywun a all greu cyfleoedd fydd yn rhoi pethau i'w gwneud ac ysgogiad
Cefnogi	Byddwch yn gysurus i fynegi eich emosiynau eich hyn a chefnogi pobl eraill gyda'u hemosiynau hwythau.
Tyfu	Bydd angen i chi fod yn agored i ddysgu, herio a hynanfyfyrto.
Gyrru	Defnydd car a thrwydded yrru Brydeinig lawn.
Cymwysterau	Nid oes angen cymhwyster i wneud cais am y swydd hon ond mae'n rhaid i chi fod yn barod i wneud QCF Lefel 2 mewn Gofal.