



ROLE ADVERT

ROLE TITLE: Senior Practitioner

Family Support & Protection Team
Children's Services

Permanent

POST ID: SCS318

GRADE: Band J SCP 41 - 45 (£37,107 - £40,848 per annum)

HOURS: 37 per Week

WELSH LANGUAGE SKILLS ASSESSMENT – Welsh Language skills are not essential for this post

LOCATION: Usk and throughout the Monmouthshire locality

PURPOSE OF POST:

To provide both management support to the team and a social work service to children and their families offering a high level of expertise and professional competence.

**Should you require any further information regarding this post, please contact:
Team Manager, Sue Smith: 01291 636399**

Closing Date: 12 noon on 7th December 2018

Interviews to be held in the morning of 19th December in Usk

Please note that we are not able to accept CVs

Application forms can be completed online or down loaded via:

<http://www.monmouthshire.gov.uk/home/education/jobs-and-employment/how-to-apply-for-council-jobs/>

Completed paper application forms should be returned to the following address:-
Employee 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 and two written suitable written references before appointment.

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



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RESPONSIBLE TO: Team Manager

Family Support Team.....Who are we?

Our Purpose:-

Monmouthshire Children's Services are continually developing services so that we are well placed to meet future challenges and continue to build services that place the voice of children at the heart of what we do.

The Family Support Team are committed to:

- Safeguarding children and young people
- Engaging children and families in quality direct work
- Making a real difference to the lives of children and families
- Working creatively and interactively with other agencies to provide effective and responsive services
- Shaping and developing systems to ensure we focus on what matters to families

The Purpose of this Role:-

To provide both management support to the team and a social work service to children and their families offering a high level of expertise and professional competence.

Your responsibilities are to:-

1. Provide a high quality of professional social work knowledge and expertise to a team of social workers, to include supervision, group meetings, assisted fieldwork, attendance in court, case audits and reviews to assist the team in ensuring that it carries out its

core tasks to a high standard.

2. Provide coaching and mentoring support to social workers, including those undertaking post qualifying training, to support and further their professional knowledge and development to impact upon the overall quality of practice within teams.
3. Attend court, where appropriate, to assist the team in ensuring that key professional input and expertise is provided to high profile and sensitive cases.
4. Provide staff supervision that ensures case progression and timely decision making.
5. Act as Practice Assessor to support student placements.
6. Liaise regularly with peer colleagues throughout the Directorate to ensure social work staff deliver existing and new practices consistently and to a high standard across the Directorate.
7. To screen and make decisions about contacts received by Monmouthshire Children's Services
8. Contribute to the development of new initiatives through attendance on working groups, multi-agency forums, training courses etc and act as lead for identified pieces of Directorate initiatives, i.e. planning for permanence and research work, to develop current and new ways of working that meet service requirements.
9. Maintain awareness of changes in legislation and related policies and practices and ensure all social work staff are informed of these changes to enable consistent and timely implementation.
10. To assist the team manager in the promotion of good professional practice amongst team members and to deputise in the team manager's absence.
11. To ensure the provision of a high standard of record keeping, necessary administration and collection of data within the team, consistent with Departmental policies and guidance.
12. To work in partnership with service users, their carers and other agencies to deliver and develop effective services in the team.
13. To undertake training and development which is appropriate to the level of expertise required of the post holder.
14. To maintain safe working practices for self and others, in accordance with the authority's policy statement on Health and Safety at Work.
15. To actively support and implement the principles and practice of equality of opportunity as lead down in the Council's Equal Opportunities Policy.

Here's what we can provide you with:-

- Manageable workloads and quality supervision
- Opportunities to practice creatively

- Support to develop as a practitioner
- Opportunity to be part of a cohesive and vibrant team

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 at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

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

The authority is committed to safeguarding and promoting the welfare of children and young people and adults at risk of harm and expects all employees and volunteers to share this commitment.

Person Specification

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

REQUIREMENTS	WEIGHTING HIGH/MEDIUM/ LOW	HOW TESTED
1. EDUCATION/QUALIFICATION KNOWLEDGE		
1.1 Recognised Social Work Qualification	HIGH	APPLICATION FORM
1.2 High level working knowledge of current relevant legislative framework and national policy	HIGH	APPLICATION FORM / INTERVIEW
1.3 Evidence of commitment to continued professional development	HIGH	INTERVIEW
1.4 Expertise and understanding of child development and attachment theory	HIGH	APPLICATION FORM / INTERVIEW
1.5 Understanding/knowledge of adoption, fostering, disability, and children and families issues as appropriate to work setting	HIGH	APPLICATION FORM / INTERVIEW
2. EXPERIENCE		
2.1 Relevant post qualifying experience of working within a statutory fieldwork team working with complex family situations	HIGH	APPLICATION FORM/ INTERVIEW
2.2 Working in partnership with other agencies and building effective working relationships	HIGH	APPLICATION FORM/ INTERVIEW
2.3 Chairing meetings	MEDIUM	APPLICATION FORM
2.4 Providing consultation, mentoring and developing qualified staff/Social Work Assistants or equivalent	MEDIUM	APPLICATION FORM/ INTERVIEW
3. APTITUDE AND SKILLS		
3.1 Organisational skills including recording skills and use of I.T.	HIGH	INTERVIEW
3.2 Excellent assessment skills	HIGH	APPLICATION FORM / INTERVIEW
3.3 Demonstrate a high standard of direct work skills with children, families and carers	HIGH	APPLICATION FORM / INTERVIEW
3.4 Ability to quality assure through supervision, case audit and review to ensure high standards of practice within the team.	HIGH	APPLICATION FORM / INTERVIEW
3.5 Ability to assess effectively the performance and development needs of social work staff	HIGH	APPLICATION FORM / INTERVIEW

3.6 Effective negotiating and interpersonal skills including the ability to manage conflict	HIGH	APPLICATION FORM / INTERVIEW
3.7 The ability to speak conversational Welsh	DESIRABLE	APPLICATION FORM
3.8 Identify, attain and maintain high levels of practice	HIGH	APPLICATION FORM / INTERVIEW
3.9 Able to work with team manager towards shared goals for the team	HIGH	INTERVIEW
3.10 Leadership skills	HIGH	APPLICATION FORM / INTERVIEW
3.11 Ability to work within an Equal Opportunities, non-discriminatory framework	HIGH	APPLICATION FORM / INTERVIEW
4. PERSONAL ATTRIBUTES		
4.1 Commitment to personal and professional development	HIGH	INTERVIEW
4.2 Possess a genuine commitment to the involvement of service users and carers	HIGH	INTERVIEW
4.3 Understand and respect the principles of confidentiality	HIGH	INTERVIEW
4.4 Enthusiastic	HIGH	INTERVIEW
4.5 Innovative and flexible	HIGH	APPLICATION FORM / INTERVIEW
5. SPECIAL CIRCUMSTANCES		
5.1 Current, full driving licence and have access to a car for which the agreed MCC mileage allowance will be paid	HIGH	APPLICATION FORM
5.2 Registered with the Care Council for Wales	HIGH	APPLICATION FORM INTERVIEW
5.3 Appointment to this post will be subject to an Enhanced Disclosure check with the DBS	HIGH	
6. EQUAL OPPORTUNITIES		
6.1 Willingness to promote positively the Equal Opportunities and Anti-discrimination policies of the County Council	HIGH	INTERVIEW



HYSBYSEB SWYDD

TEITL Y SWYDD: Uwch Ymarferydd

Tîm Cymorth a Diogelu Plant,
Gwasanaethau Plant

Parhaol

RHIF SWYDD: SCS318

GRADD: Band J SCP 41 - 45 (£37,107 - £40,848 flwyddyn)

ORIAU: 37 awr yr wythnos

ASESIAD O'R IAITH GYMRAEG: Mae sgiliau iaith Gymraeg yn ddymunol ar gyfer y swydd hon.

LLEOLIAD: Brynbuga ac ar hyd a lled Sir Fynwy.

PWRPAS Y SWYDD:

Darparu cymorth rheoli i'r tîm a gwasanaeth gwaith cymdeithasol i blant a theuluoedd gan gynnig lefel uchel o arbenigedd a chymhwysedd proffesiynol.

Os byddwch angen unrhyw wybodaeth bellach am y swydd hon, cysylltwch os gwelwch yn dda â: Rheolwr Tîm, Sue Smith: 01291 636399

Dyddiad Cau: 12pm ar 07/12/2018

Bydd cyfweiliadau yn cael i gynnal ym Mrynbuga ar 20eg o Ragfyr yn y prynhawn

Gofynnir i chi nodi na allwn dderbyn CV

Gellir llenwi ffurflenni cais ar-lein neu eu lawrlwytho drwy:

<http://www.monmouthshire.gov.uk/home/education/jobs-and-employment/how-to-apply-for-council-jobs/>

Ar ôl eu llenwi, dylid dychwelyd ffurflenni cais papur i'r cyfeiriad canlynol:

Gwasanaethau Pobl, Cyngor Sir Fynwy, BLWCH SP 106,
CIL-Y-COED. NP26 9AN

Caiff penodiad i'r swydd hon ei eithrio o Ddeddf Adsefydlu Troseddwr ac mae'n amodol ar Wiriad Datgeliad Estynedig.

Mae Cyngor Sir Fynwy yn gyflogwr cyfle cyfartal ac yn croesawu ceisiadau gan bob adran o'r gymuned. Mae'r holl swyddi'n agored i'w rhannu os na nodir fel arall.



TEITL Y SWYDD: Uwch Ymarferydd

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YN ATEBOL I: Rheolwr Tîm

Tîm Cymorth i Deuluoedd.....Pwy ydym ni?

Ein Pwrpas:-

Mae Gwasanaethau Plant Sir Fynwy yn ceisio datblygu gwasanaethau yn barhaus sydd yn medru diwallu anghenion y dyfodol a pharhau i adeiladu ar y gwasanaethau sydd yn gosod llais y plentyn wrth wraidd yr hyn yr ydym yn ei wneud.

Mae'r Tîm Cymorth i Deuluoedd wedi ymrwymo i:

- Diogelu plant a phobl ifanc
- Ymgysylltu â phlant a theuluoedd mewn gwaith uniongyrchol ansawdd da
- Gwneud gwahaniaeth go iawn i fywydau plant a theuluoedd
- Gweithio'n greadigol ac yn rhyngweithiol gydag asiantaethau eraill i ddarparu gwasanaethau effeithlon ac ymatebol
- Llunio a datblygu systemau i sicrhau ein bod yn canolbwyntio ar yr hyn sy'n bwysig i deuluoedd

Pwrpas y Rôl hon:-

Darparu cymorth rheoli i'r tîm a gwasanaeth gwaith cymdeithasol i blant a theuluoedd gan gynnig lefel uchel o arbenigedd a chymhwysedd proffesiynol.

Bydd eich cyfrifoldebau yn cynnwys:-

1. Darparu ansawdd uchel o wybodaeth ac arbenigedd ym maes gwaith cymdeithasol

i dîm o weithwyr cymdeithasol gan gynnwys goruchwyllo, cyfarfodydd grŵp, cynorthwyo gyda gwaith maes, mynychu'r llys, archwilio achosion a chynnal adolygiadau er mwyn cynorthwyo'r tîm i sicrhau ei fod yn ymgymryd â'i dasgau craidd hyd at safon uchel.

2. Darparu hyfforddiant a mentora i gefnogi gweithwyr cymdeithasol, gan gynnwys y rhai hynny sydd yn cwblhau hyfforddiant ôl-gymhwyso er mwyn gwella eu dealltwriaeth broffesiynol a'u datblygiad fel bod modd gwella ansawdd y practis o fewn y timau.
3. Mynychu'r llys, a lle bo'n briodol, cynorthwyo'r tîm er mwyn sicrhau bod y gweithwyr proffesiynol yn cynnig mewnbwn ac arbenigol i achosion uchel eu proffil ac yn sensitif.
4. Darparu goruchwyliaeth i staff sydd yn sicrhau bod achosion yn cael eu datblygu a phenderfyniadau amserol yn cael eu gwneud.
5. Yn gweithredu fel Aseswr Practis er mwyn cefnogi myfyrwyr.
6. Cysylltu'n gyson gyda chydweithwyr ar hyd a lled y Gyfarwyddiaeth er mwyn sicrhau bod staff gwaith cymdeithasol yn darparu practis cyfredol a newydd yn gyson a hyd at safon uchel ar draws y Gyfarwyddiaeth.
7. Sgrinio a gwneud penderfyniadau am y cysylltiadau sydd yn cael eu derbyn gan Wasanaethau Plant Sir Fynwy.
8. Cyfrannu at ddatblygiad mentrau newydd drwy fynychu grwpiau gwaith, fforymau aml-asiantaeth, cyrsiau hyfforddi ayyb ac arwain ar fentrau arbennig yn y Gyfarwyddiaeth h.y. cynllunio ar gyfer sefydlogrwydd a gwaith ymchwil, datblygu ffyrdd cyfredol a newydd o weithio sydd yn diwallu anghenion y gwasanaeth.
9. Cynnal ymwybyddiaeth o newidiadau mewn deddfwriaeth a pholisïau perthnasol a'n sicrhau bod yr holl staff gwaith cymdeithasol yn cael gwybod am y newidiadau yma er mwyn sicrhau eu bod yn cael eu gweithredu yn gyson ac yn amserol.
10. Cynorthwyo'r rheolwr tîm i hyrwyddo practis proffesiynol da ymhlith aelodau o'r tîm a dirprwyo ar ran y rheolwr tîm pan fydd yn absennol.
11. Sicrhau darpariaeth safon uchel o ran cadw cofnodion, y weinyddiaeth angenrheidiol a chasglu data o fewn y tîm yn gyson gyda pholisïau a chanllawiau'r Gyfarwyddiaeth.
12. Gweithio mewn partneriaeth gyda defnyddwyr gwasanaeth, eu gofalwyr ac asiantaethau eraill er mwyn darparu a datblygu gwasanaethau effeithiol yn y tîm.
13. Manteisio ar gyfleoedd hyfforddi a datblygu sydd yn briodol i lefel yr arbenigedd sydd angen ar y deiliad swydd.
14. Cynnal arferion gweithio diogel i chi'ch hun ac eraill, yn unol gyda datganiad polisi'r awdurdod ar lechyd a Diogelwch yn y Gweithle.
15. Cefnogi a gweithredu egwyddorion a phractis cyfle cyfartal fel sydd wedi eu hamlinellu ym Mholisi Cyfle Cyfartal y Cyngor.

Dyma'r hyn y gallwn ei roi i chi:-

- Llwyth gwaith hylaw a goruchwyliaeth ansawdd da
- Cyfleoedd i ymarfer yn greadigol
- Cefnogaeth i ddatblygu fel ymarferydd
- Cyfle i fod yn rhan o dîm cydlynol ac egniol

Beth arall sydd angen i chi wybod.....Dyma Werthoedd Cyngor Fynwy:

Tryloywder: Rydym am geisio bod yn agored ac onest er mwyn datblygu perthynas lle y mae pobl yn medru ymddiried yn ei gilydd.

Tegwch: Rydym am geisio cynnig dewis teg, cyfleoedd a phrofiad ac i ddod yn fudiad lle y mae'r naill yn parchu'r llall.

Hyblygrwydd: Rydym am geisio bod yn hyblyg wrth feddwl a gweithredu er mwyn dod yn fudiad effeithiol ac effeithlon.

Gwaith tîm: Rydym am geisio gweithio gyda'n gilydd er mwyn rhannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd er mwyn cyflawni ein hamcanion.

A bydd y rôl hon yn gweithio gyda Sir Fynwy er mwyn cyflawni hyn.

Yn ychwanegol at hyn:

Mae'r holl weithwyr yn gyfrifol am sicrhau eu bod yn ymddwyn bob tro mewn ffordd sydd yn gyson â Pholisi Cyfle Cyfartal Sir Fynwy yn eu meysydd perthnasol ac yn eu hymddygiad cyffredinol.

Mae Cyngor Sir Fynwy yn gweithredu polisi Dim Ysmygu yn y Gweithle ac mae disgwyl i'r holl gyflogeion i gydymffurfio gyda hyn.

Manyleb Person

Sut fyddwn yn gwybod os mai chi yw'r person cywir ar gyfer y rôl hon? Fel yr ymgeisydd llwyddiannus, byddwch wedi arddangos:-

GOFYNION	PWYSOLIAD UCHEL/CANOLIG/ ISEL	SUT Y BYDD YN CAEL EI BROFI
1. ADDYSG/ CYMWYSTERAU/ GWYBODAETH		
1.1 Cymhwyswr Gwaith Cymdeithasol cydnabyddedig	UCHEL	APPLICATION FORM
1.2 Lefel uchel o ddealltwriaeth o fframwaith ddeddfwriaeth berthnasol a pholisi cenedlaethol cyfredol	UCHEL	FFURFLEN GAIS / CYFWELIAD
1.3 Tystiolaeth o ymrwymiad at ddatblygiad proffesiynol parhaus	UCHEL	INTERVIEW
1.4 Arbenigedd a dealltwriaeth o ddatblygiad plentyn a'r theori 'atodi'	UCHEL	FFURFLEN GAIS / CYFWELIAD
1.5 Dealltwriaeth/gwybodaeth o fabwysiadu, maethu, anabledd a materion plant a theuluol sydd yn briodol i'r amgylchiadau	UCHEL	FFURFLEN GAIS / CYFWELIAD
2. PROFIAD		
2.1 Profiad ôl-gymhwyso perthnasol o fewn tîm maes statudol yn gweithio ar sefyllfaoedd teuluol cymhleth	UCHEL	FFURFLEN GAIS / CYFWELIAD
2.2 Gweithio mewn partneriaeth ag asiantaethau eraill ac adeiladu perthynas waith effeithiol	HIGH	FFURFLEN GAIS / CYFWELIAD
2.3 Cadeirio cyfarfodydd	CANOLIG	FFURFLEN GAIS
2.4 Cynnig cyngor, mentora, a datblygu staff cymwys/Cynorthwywyr Gwaith Cymdeithasol neu gyfatebol	CANOLIG	FFURFLEN GAIS / CYFWELIAD
3. DONIAU A SGILIAU		
3.1 Sgiliau trefnu gan gynnwys sgiliau cofnodi a defnyddio TG	UCHEL	CYFWELIAD
3.2 Sgiliau asesu ardderchog	UCHEL	FFURFLEN GAIS / CYFWELIAD
3.3 Yn arddangos safon uchel o sgiliau gweithio gyda phlant, teuluoedd a gofalwyr	UCHEL	FFURFLEN GAIS / CYFWELIAD
3.4 Yn gallu cynnal sicrwydd ansawdd drwy oruchwylio, archwilio achosion ac adolygu er mwyn sicrhau safonau uchel o bractis o fewn y tîm.	UCHEL	FFURFLEN GAIS / CYFWELIAD
3.5 Yn gallu asesu perfformiad ac	UCHEL	APPLICATION FORM /

anghenion datblygiad y staff gwaith cymdeithasol yn effeithiol		CYFWELIAD
3.6 Sgiliau negodi a rhyngpersonol ardderchog gan gynnwys y gallu i reoli gwrthdaro	UCHEL	FFURFLEN GAIS / CYFWELIAD
3.7 Y gallu i siarad y Gymraeg fel rhan o sgwrs	DYMUNOL	FFURFLEN GAIS
3.8 Canfod, caffael a chynnal lefelau uchel o bractis	UCHEL	FFURFLEN GAIS / CYFWELIAD
3.9 Yn gallu gweithio gyda'r rheolwr tîm tuag at gyflawni amcanion cyffredinol y tîm	UCHEL	CYFWELIAD
3.10 Sgiliau arwain	UCHEL	FFURFLEN GAIS / CYFWELIAD
3.11 Yn gallu gweithio o fewn fframwaith Cyfle Cyfartal, na sy'n gwahaniaethu	UCHEL	FFURFLEN GAIS / CYFWELIAD
4. NODWEDDION PERSONOL		
4.1 Ymrwymiad i ddatblygiad personol a phroffesiynol	UCHEL	CYFWELIAD
4.2 Meddu ar ymrwymiad diffuant i ymgyfraniad defnyddwyr gwasanaeth a gofalwyr	UCHEL	CYFWELIAD
4.3 Deall a pharchu egwyddorion cyfrinachedd	UCHEL	CYFWELIAD
4.4 Brwdfrydig	UCHEL	CYFWELIAD
4.5 Arloesol a hyblyg	UCHEL	FFURFLEN GAIS / CYFWELIAD
5. AMGYLCHIADAU ARBENNIG		
5.1 Yn meddu ar drwydded yrru lawn a char a byddwn yn talu'r lwfans teithio yn unol â pholisi Cyngor Sir Fynwy	UCHEL	FFURFLEN GAIS
5.2 Wedi cofrestru gyda Chyngor Gofal Cymru	UCHEL	FFURFLEN GAIS / CYFWELIAD
5.3 Bydd penodiad i'r swydd yma yn amodol ar Wiriad Datgeliad Estynedig gyda'r Swyddfa Cofnodion Troseddol	UCHEL	
6. CYFLE CYFARTAL		
6.1 Parodrwydd i hyrwyddo, mewn modd positif, polisiau Cyfle Cyfartal a Gwrthwahnuaethu'r Cyngor Sir	UCHEL	CYFWELIAD