

ROLE ADVERT

ROLE TITLE: Building Strong Families Family Support Worker
Secondment opportunity from January until 31st March 2019

POST ID: CPP 84

GRADE: BAND E SCP 21 – SCP 25 £20,541 - £23,111

HOURS: 37 Per Week

LOCATION: Caldicot

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable

PURPOSE OF POST:

To work as part of a small team who provide and facilitate preventative services and/or early intervention and support to children, young people and families and reduce their need for support from statutory services.

**Should you require any further information regarding this post, please contact:
Louise Simpson Tel: 07816 177056**

Closing Date: 12 Noon on 4th January 2019

Please Note that we are not able to accept CVs

**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

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RESPONSIBLE TO: Building Strong Families Team Leader

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable

Building Strong Families TeamWho are we?

Our Purpose:-

The team provides and facilitates preventative services and/or early intervention and support to children, young people and families in order to reduce their need for support from statutory services.

The Purpose of this Role:-

To provide and facilitate preventative services and/or early intervention and support to children, young people and families and reduce their need for support from statutory services.

Expectation and Outcomes of this Role:-

You will be expected to work as part of a small team working with children, young people and families to deliver strength-based, time-limited programmes of intervention in a timely way.

Your responsibilities are to:-

- To identify, develop and provide individualised packages of care that meet the assessed needs of children, young people and their families or carers.
- Complete assessments with children, young people and their families/carers to inform what support is required.
- Following assessment, determine the most appropriate way to support young people and their families – be that through signposting to other services and/or providing tailored intervention programmes.
- To liaise effectively with other professionals and colleagues in the statutory and voluntary sector.

- As appropriate, organise, co-ordinate, chair and/or attend Team around the Family (TAF) panels.
- Deliver structured interventions (either to individuals and/or groups) to support young people and their families, in accordance with their assessed needs which could include:
 - Parenting programmes
 - Resilience and self-esteem
 - Educational support and school attendance
 - Diversion from criminal justice system, anti-social behaviour
 - Restorative justice
 - Domestic abuse
 - Community based issues
- To work in partnership with children, young people, parents and carers and actively encourage children and young people to participate fully in all decision making processes which affect them.
- To work in an integrated way with other service providers to meet the needs of individuals and families.
- To assist in the process of re-integrating children and young people educationally, socially and recreationally.
- To encourage children/young people, their families and carers to explore and evaluate the options available to them in the community.
- To maintain records of work undertaken.
- To participate in the monitoring, evaluation and review of work programmes.
- Conform to Monmouthshire County Council's Equal Opportunities Policy and Health, Safety and Welfare policies and guidelines
- To ensure all activities are carried out in line with the Council's Health and Safety Policy and where necessary Risk Assessments are undertaken.
- To carry out any duties and responsibilities required under the Data Protection Act(s) 1984 and 1998, in particular, to take reasonable care that no unauthorised loss or disclosure of personal data occurs.
- To work in collaboration with the Designated Officer for Safeguarding/Child Protection in the following way: To ensure that all staff are aware of the LA policy on Safeguarding and Child Protection and that all policies and practices are in line with the All Wales Child Protection Procedures. To make referrals to Children's Services in the event of a disclosure and/or concern that a

child/young person is 'in need' or at risk of significant harm. To maintain accurate, confidential and up to date documentation on all cases of safeguarding and child protection.

Here's what we can provide you with:-

- High quality support and supervision
- Opportunities for training and development to develop as a practitioner
- Opportunities to practice creatively
- The chance to work as part of an exciting, developing service and make a real difference to the lives and life chances of children and families in Monmouthshire

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.

The authority operates a Smoke Free Workplace Policy which all employees are required to abide to.

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		
<ul style="list-style-type: none"> • BTEC Health and Social Care or NVQ Level 3 or equivalent or willingness to undertake further training. 	Desirable	Application Form
<ul style="list-style-type: none"> • A good working knowledge of relevant policies and legislation, in particular the All Wales Child Protection Procedures and Social Services and Well-being Wales Act (2014). 	Essential	Application Form Interview
<ul style="list-style-type: none"> • A knowledge and understanding of factors relating to social exclusion of families 	Essential	Application Form Interview
<ul style="list-style-type: none"> • A knowledge and understanding of Families First and Team Around the Family objectives 	Essential	Application Form Interview
2. EXPERIENCE		
<ul style="list-style-type: none"> • Experience of working within a multi-disciplinary setting 	Medium	Application Form /Interview
<ul style="list-style-type: none"> • Experience of working with children, young people and families who are facing difficulties 	Essential	Application Form / Interview
<ul style="list-style-type: none"> • Ability to maintain and update clear and concise records 	Essential	Interview Application Form
<ul style="list-style-type: none"> • Ability to formulate methods of intervention in order to engage, motivate and support families in achieving behaviour change 	Essential	Interview
<ul style="list-style-type: none"> • Ability to prioritise work and make decisions within own level of authority 	Essential	Interview
<ul style="list-style-type: none"> • Contribute to the development of 	Essential	Interview

<p>service delivery</p> <ul style="list-style-type: none"> Ability to build and maintain working links/relationships with other agencies/professionals 	Essential	Interview
3. COMMUNICATION / INTERPERSONAL SKILLS		
<ul style="list-style-type: none"> Ability to effectively communicate with children, young people and families 	Essential	Interview
<ul style="list-style-type: none"> Ability to produce clear reports evidencing clear written skills 	Essential	Interview / Application Form
<ul style="list-style-type: none"> Ability to communicate effectively with other agencies/professionals 	Essential	Interview Application Form
4. APTITUDE AND SKILLS		
<ul style="list-style-type: none"> Ability to work as a team member 	Essential	Interview Application Form
<ul style="list-style-type: none"> Ability to carry out assessments and identify and carry out appropriate programmes of intervention 	Essential	Interview
<ul style="list-style-type: none"> To display commitment and enthusiasm in relation to achieving positive outcomes for children, young people, their families and communities 	Essential	Interview
<ul style="list-style-type: none"> To display an understanding of and ability to work within the council's policies and professional boundaries including child protection and confidentiality 	Essential	Application Form/ Interview
<ul style="list-style-type: none"> To be computer literate and to demonstrate a willingness to learn new skills 	Essential	Application Form
<ul style="list-style-type: none"> Ability to keep accounts and concise case records in paper form and electronically 	Essential	Application Form
<ul style="list-style-type: none"> A full / current driving licence 	Essential	Application Form
<ul style="list-style-type: none"> To be committed to professional development and supervision and appraisal process 	Essential	Interview
5. EQUAL OPPORTUNITIES		
<ul style="list-style-type: none"> Willing to abide by the Council's Equal Opportunities Policy, 	Essential	Interview



including undertaking appropriate equality awareness training		
6. SPECIAL CIRCUMSTANCES		
Appointment to this post will be subject to an Enhanced Disclosure Check with the Criminal Records Bureau	Essential	

**Should you require any further information regarding this post, please contact:
Louise Simpson Tel: 07816 177056**

Closing Date: 12 Noon on 4th January 2019



monmouthshire
sir fynwy



HYSBYSEB SWYDD

TEITL Y RÔL: Gweithiwr Cymorth i Deuluoedd – Adeiladau Teuluoedd Cryf
Cyfle secondiad o fis Ionawr tan 31 Mawrth 2019

RHIF ADNABOD Y SWYDD: CPP 84

GRADD: BAND E SCP 21 – SCP 25 £20,541 - £23,111

ORIAU: 37 awr yr wythnos

LLEOLIAD: I'w gadarnhau

ASESIAD Y GYMRAEG:

Sgiliau yn y Gymraeg yn ddymunol

PWRPAS Y SWYDD:

Gweithio fel rhan o dîm bach sydd yn darparu ac yn hwyluso gwasanaethau ataliol a/neu ymyrraeth gynnar a chymorth i blant, pobl ifanc a theuluoedd a'n lleihau eu hangen am gymorth gan wasanaethau statudol.

Os ydych angen mwy o wybodaeth am y swydd hon, cysylltwch os gwelwch yn dda â: Louise Simpson Ffôn: 07816 177056

Dyddiad Cau: 12 canol-dydd ar 4/01/2019

Gofynnir i chi nodi na allwn dderbyn CV

Gellir llenwi ffurflenni cais ar-lein neu eu lawrlwytho drwy:
www.monmouthshire.gov.uk/how-to-apply-for-council-jobs

Gellir cyflwyno ceisiadau yn y Gymraeg ac ni chaiff cais a gyflwynir yn y Gymraeg ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg.

Ar ôl eu llenwi, dylid dychwelyd ffurflenni cais ar-lein neu eu lawrlwytho drwy:
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.

Mae Cyngor Sir Fynwy yn gweithredu polisi Dim Ysmygu yn y Gweithle.

PROFFIL Y RÔL

TEITL Y RÔL: Gweithwyr Cymorth i Deuluoedd – Adeiladau Teuluoedd Cryf

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YN ATEBOL I: Rheolwr Tîm, Adeiladu Teuluoedd Cryf

ASESIAD Y GYMRAEG: Sgiliau yn y Gymraeg yn ddymunol

Tîm Adeiladu Teuluoedd CryfPwy ydym ni?

Ein Pwrpas:-

Mae ein tîm bach sydd yn darparu a hwyluso gwasanaethau ataliol a/neu ymyrraeth gynnar a chymorth i blant, pobl ifanc a theuluoedd a'n lleihau eu hangen am gymorth gan wasanaethau statudol.

Pwrpas y Rôl hon:-

Darparu a hwyluso gwasanaethau ataliol a/neu ymyrraeth gynnar a chymorth i blant, pobl ifanc a theuluoedd er mwyn lleihau eu hangen ar gyfer cymorth gan wasanaethau statudol.

Disgwyliadau a Chanlyniadau'r Rôl:-

Bydd disgwyl i chi weithio fel rhan o dîm bach yn gweithio gyda phlant, pobl ifanc a theuluoedd er mwyn darparu rhaglenni ymyrraeth, sy'n seiliedig ar rinweddau ac o fewn terfynau amser, a hynny mewn modd amserol.

Bydd eich cyfrifoldebau yn cynnwys:-

- Adnabod, datblygu a darparu pecynnau unigol o ofal sydd yn diwallu anghenion asesedig y plant, pobl ifanc a'u teuluoedd neu ofalwyr.
- Cynnal asesiadau gyda phlant, pobl ifanc a'u teuluoedd/gofalwyr er mwyn llywio pa gymorth sydd angen.
- Yn dilyn asesiad, cadarnhau'r ffordd fwyaf priodol i gefnogi pobl ifanc a'u teuluoedd - boed hynny drwy eu hatgyfeirio at wasanaethau eraill neu drwy ddarparu rhaglenni ymyrraeth sydd wedi'u teilwra.
- Gweithio'n effeithiol gyda gweithwyr proffesiynol a gweithwyr eraill yn y sector statudol a gwirfoddol
- Fel sy'n briodol, yn trefnu, cydlynu, cadeirio a/neu fynychu'r paneli Tîm o Gwmpas y Teulu.
- Darparu ymyriadau strwythuredig (naill i unigolion a/neu grwpiau) er mwyn cefnogi plant, pobl ifanc a'u teuluoedd, yn unol â'u hanghenion asesedig ac mae hyn yn medru cynnwys:
 - Rhaglenni rhianta
 - Cadernid a hunanwerth
 - Cymorth addysgol a mynychu ysgol
 - Gwyro unigolion o'r system cyfiawnder troseddol, ymddygiad
 - gwrthgymdeithasol
 - Cyfiawnder adferol
 - Camdriniaeth yn y cartref
 - Materion yn y gymuned
- Gweithio mewn partneriaeth gyda phlant, pobl ifanc, rhieni a gofalwyr ac annog plant a phobl ifanc i gymryd rhan lawn yn y broses sydd yn gwneud yr holl benderfyniadau yn effeithio arnynt.
- Sicrhau bod y tîm yn gweithio mewn modd integredig gyda darparwyr gwasanaeth eraill er mwyn diwallu anghenion unigolion a theuluoedd.
- Cynorthwyo yn y broses o ail-integreiddio plant a phobl ifanc yn addysgol, yn gymdeithasol a'n hamddenol.
- Annog plant/pobl ifanc, eu teuluoedd a gofalwyr i wyntyllu a gwerthuso'r opsiynau sydd ar gael iddynt yn y gymuned.
- Cynnal cofnodion o'r gwaith sydd wedi ei wneud.
- Cymryd rhan yn y broses o fonitro, gwerthuso ac adolygu rhaglenni gwaith.
- Sicrhau bod yr holl weithgareddau yn cael eu cynnal yn unol â Pholisi Iechyd a Diogelwch y Cyngor a chynnal Asesiadau Risg pan fydd angen.

- Cynnal unrhyw ddyletswyddau a chyfrifoldebau fel sydd angen o dan Ddeddf(au) Diogelu Data 1984 a 1998, yn enwedig, i gymryd camau rhesymol er mwyn sicrhau nad oes unrhyw ddata personol yn cael ei ddatgelu neu ei golli.
- Gweithio gyda'r Swyddog Dynodedig ar gyfer Diogelu Plant yn y ffordd ganlynol: Sicrhau bod yr holl staff yn ymwybodol o bolisi yr ALI ar Ddiogelu Plant a sicrhau bod yr holl bolisiâu ac arferion yn cydymffurfio gyda Gweithdrefnau Diogelu Plant Cymru Gyfan. Atgyfeirio plant at y Gwasanaethau Plant mewn achos o ddatgelu a/neu bryder bod plentyn/person ifanc 'mewn angen' neu mewn risg o niwed sylweddol. Cynnal dogfennau cywrain, cyfrinachol sydd wedi eu diweddarau ar yr holl achosion o ddiogelu plant.

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

- Cymorth a goruchwyliaeth safon uchel
- Cyfleoedd i hyfforddi a datblygu er mwyn datblygu fel ymarferydd a rheolwr
- Cyfleoedd i ymarfer yn greadigol
- Y cyfle i weithio fel rhan o wasanaeth cyffrous, sy'n datblygu a'n gwneud gwahaniaeth i fywydau a chyfleoedd bywyd plant a phobl ifanc yn Sir Fynwy

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.

<ul style="list-style-type: none"> • Y gallu i flaenoriaethu gwaith a gwneud penderfyniadau o fewn eich lefel o awdurdod 	Hanfodol	Cyfweliad
<ul style="list-style-type: none"> • Cyfrannu at ddatblygu'r broses o gyflenwi gwasanaethau 	Hanfodol	Cyfweliad
<ul style="list-style-type: none"> • Y gallu i adeiladu a chynnal cysylltiadau/perthnasau gwaith gydag asiantaethau/gweithwyr proffesiynol eraill 	Hanfodol	Cyfweliad
3. SGILIAU CYFATHREBU / RHYNGBERSONOL		
<ul style="list-style-type: none"> • Y gallu i gyfathrebu yn effeithiol gyda phlant, pobl ifanc a theuluoedd 	Hanfodol	Cyfweliad
<ul style="list-style-type: none"> • Y gallu i lunio adroddiadau eglur gan ddangos sgiliau ysgrifenedig eglur 	Hanfodol	Cyfweliad Ffurflen Gais
<ul style="list-style-type: none"> • Y gallu i gyfathrebu yn effeithiol gydag asiantaethau/gweithwyr proffesiynol eraill 	Hanfodol	Cyfweliad Ffurflen Gais
4. DONIAU A SGILIAU		
<ul style="list-style-type: none"> • Y gallu i weithio fel rhan o dîm 	Hanfodol	Cyfweliad Ffurflen Gais
<ul style="list-style-type: none"> • Y gallu i gynnal asesiadau a chanfod a gweithredu rhaglenni ymyrraeth sy'n briodol 	Hanfodol	Cyfweliad
<ul style="list-style-type: none"> • Arddangos ymrwymiad a brwdfrydedd wrth sicrhau canlyniadau positif i blant, pobl ifanc, eu teuluoedd a chymunedau 	Hanfodol	Cyfweliad
<ul style="list-style-type: none"> • Arddangos dealltwriaeth a'r gallu i weithio o fewn polisiau a ffiniau proffesiynol y cyngor gan gynnwys goruchwylio, diogelu plant a chyfrinachedd 	Hanfodol	Ffurflen Gais Cyfweliad
<ul style="list-style-type: none"> • Yn medru defnyddio cyfrifiaduron ac yn arddangos parodrwydd i ddysgu sgiliau newydd 	Hanfodol	Ffurflen Gais
<ul style="list-style-type: none"> • Yn gallu cadw cyfrifon a chofnodion agos cywrain ar bapur ac yn electronig 	Hanfodol	Ffurflen Gais
<ul style="list-style-type: none"> • Trwydded yrru lawn a chyfredol 	Hanfodol	Ffurflen Gais



<ul style="list-style-type: none">Tystiolaeth o ymrwymiad at ddatblygiad proffesiynol a goruchwyliaeth a'r broses werthuso	Hanfodol	Cyfweliad
5. CYFLE CYFARTAL		
<ul style="list-style-type: none">Yn fodlon cydymffurfio gyda Pholisi Cyfle Cyfartal y Cyngor, gan gynnwys mynd ar hyfforddiant cyfle cyfartal	Hanfodol	Cyfweliad
6. AMGYLCHIADAU ARBENNIG		
Bydd penodiad i'r swydd yma yn amodol ar Wiriad Datgeliad Estynedig gyda'r Swyddfa Cofnodion Troseddol.	Hanfodol	

Os ydych angen mwy o wybodaeth am y swydd hon, cysylltwch os gwelwch yn dda â:
Louise Simpson Ffôn: 07816 177056

Dyddiad Cau: 12 canol-dydd ar 4/01/2019

