

ROLE ADVERT

ROLE TITLE: Social Worker – Youth Offending Service
Permanent

POST ID: SCS093

GRADE: BAND I SCP 37 – SCP 41 £33,136 - £37,107

HOURS: 37 Per Week

LOCATION: Mamhilad Park Estate Pontypool (which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens).

PURPOSE OF POST:

Monmouthshire and Torfaen Youth Offending Service is a multi-agency service whose principal aim is the prevention of anti-social behavior, offending and re-offending by children and young people. As part of the Youth Offending Service you will provide a range of integrated services and interventions to young people and their families. This will include providing support to young people in the Criminal Justice System who display challenging, anti-social and offending behavior. Experience of working with young people and of multi-agency working is essential. Candidates to this post will also be required to hold a recognised social work qualification (DIPSW, CQSW, CSS etc.) and be registered with the Care Council for Wales.

This post is based in an experienced service, which offers excellent support and supervision and professional development opportunities. You will be expected to cover across the local authority areas of Monmouthshire and Torfaen.

Welsh language is desirable.

**Should you require any further information regarding this post, please contact:
Tracey Davies, Operational Team Manager, Tel: 01495 768321**

Closing Date: 12 noon on Friday 25th 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**

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: Tracey Davies- Operational Team Manager

Who are we? Monmouthshire and Torfaen Youth Offending Service

Our Purpose:-

Monmouthshire and Torfaen Youth Offending Service aims to prevent offending and re-offending by young people within the two local authority areas by providing a high quality needs led service to young people, their families, victims and the communities within which we serve.

The Purpose of this Role:-

Monmouthshire and Torfaen Youth Offending Service is a multi-agency service whose principal aim is the prevention of anti-social behaviour, offending and re-offending by children and young people. As part of the Youth Offending Service you will provide a range of integrated services and interventions to young people and their families. This will include providing support to young people in the Criminal Justice System who display challenging, anti-social and offending behaviour. Experience of working with young people and of multi-agency working is essential.

This post is based in an experienced service, which offers excellent support and supervision and professional development opportunities. You will be expected to

cover across the local authority areas of Monmouthshire and Torfaen.

Expectation and Outcomes of this Role:-

- To prevent offending and re-offending by children and young people.
- To engage with young people at a statutory level and in a voluntary capacity so as to prevent continued offending and re-entry into the criminal justice system.
- To deliver interventions, which tackle the factors that place a young person at risk of offending e.g. (personal, family, educational, health factors, accommodation, and substance misuse).
- To build relationships with other agencies to improve individual outcomes for young people.
- To provide comprehensive assessments of risk and need.

Your responsibilities are to:-

The following tasks, which may change through the natural development of the post, will be COMMON to all members of the service

1. To prepare, or contribute to the preparation of, reports in appropriate cases that will assist courts and partner agencies.
2. To make professional assessments of individual young people's risks and needs in order that the service can effectively deliver its statutory and voluntary interventions.
3. To initiate and maintain contact with victims of offences where the service is responsible for supervising the young people displaying offending behavior/or at risk of offending behaviour.
4. To represent the service at local court hearings and any other appropriate forum involving YOS service users.
5. To develop and sustain effective working relationships with a range of agencies that deliver services to YOS service users, their families and the community.
6. To provide support and advice to the parents/carers of young people who are in receipt of a service from the YOS.
7. To maintain appropriate case recording and records of work undertaken with young people and their families.
8. To participate in maintaining information systems that are integral to successful performances of the YOS.
9. To act as responsible officer in supervising young offenders who are the subject of community based intervention by the service where designated by the operational service manager.

10. To work with young people and their families in a preventative capacity.
11. To be responsible for contributing to the development of innovative interagency practice and procedures within the remit of the service's work.
12. To establish and maintain effective professional links with staff and structures in seconding organisations so as to further the objectives of the service.
13. To deliver Appropriate Adult services in accordance with the Police and Criminal Evidence Act 1984.
(NB: Police staff will not be expected to perform this role)
14. To deliver a range of youth crime prevention initiatives, together with colleagues, in keeping with the service's priorities.
15. To create methods of consulting young people regarding the design and evaluation of services delivered by the YOS.
16. To undertake any other duties within the scope of the post as designated by the YOS Manager or Youth Offending Service Local Management Board.
17. To participate as required in the provision of an 'on-call' duty system, out of hours.
18. To ensure the care of their own health and safety and that of other employees is maintained and promoted (e.g. volunteers/sessional workers.)

The following tasks, which may change through the natural developments of the post, are SPECIFIC to individual service members

Social Worker

- To plan and deliver offending-based programmes in support of Pre-Court Disposals and statutory interventions with young people.
- To deliver a range of support services to young people who are remanded either on bail, in the Local Authority's accommodation or in custody prior to their being sentenced by local courts.
- To supervise a range of community-based orders, aimed at preventing offending by young people, namely; Youth Rehabilitation Orders.
- To deliver a range of services to those young people made subject to custodial sentences during both the custodial and community elements of such orders.
- To deliver a range of preventative services to those young people referred to the service for early intervention programmes.

- To develop and maintain a liaison function with Social Services colleagues regarding the interests of children deemed to be 'looked after', 'in need' or the subject to child protection procedures who are also subject to intervention by the YOS.
- To prepare pre-sentence reports in accordance with national standards on young offenders appearing before local courts.
- To participate in local Crime and Disorder Groups.
- To participate in school liaison work.
- To carry out assessments of need and deliver appropriate preventative services / programmes to young people and their families'.
- To actively support and implement the principles and practice of equality of opportunity as laid down in the Council's Equal Opportunities policy.

The purpose of this job description is to indicate the general level of responsibilities of the post. The duties may vary from time to time without changing their character or level of responsibility.

Here's what we can provide you with:-

You will be joining a versatile and experienced team, where good opportunities exist to have a positive impact on service delivery.

Your role will be supported with a clear focus on staff development and supervision.

The post covers the local authority areas of Monmouthshire and Torfaen, thus providing a variety of case load in terms of demographics and geography.

As a multi-disciplinary service we are well resourced and the partnership approach adopted and developed within the service enables effective working across a broad range of agencies.

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.

Service work: 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

REQUIREMENTS	HIGH / MEDIUM / LOW	HOW TESTED
1. EDUCATION/QUALIFICATION KNOWLEDGE		
<ul style="list-style-type: none"> • Diploma in Social Work/CQSW or CSS or equivalent. 	High	Application Form (Proof of qualification will be required at interview)
<ul style="list-style-type: none"> • Good Knowledge of 1989 Children's Act Procedures/related Regulations & Guidance. 	High	Application Form / Interview
<ul style="list-style-type: none"> • Good Knowledge of the Crime & Disorder Act 1998, and the Criminal Justice and Immigration Act 2008 Regulations and Guidance, Philosophy/Principles. 	High	Application Form / Interview
<ul style="list-style-type: none"> • Demonstrate understanding and Knowledge of the Duties of a Young Offending Team Officer including Assessment, Provision of Reports, Community Supervision and prevention of offending. 	High	Application Form / Interview
<ul style="list-style-type: none"> • Understand and be committed to the use of Restorative Approaches within work practice. 	High	Application Form / Interview
<ul style="list-style-type: none"> • Welsh language skills 	Medium	Application form
2. EXPERIENCE		
<ul style="list-style-type: none"> • Experience of working in a multi-agency setting. 	Medium	Application Form / Interview
<ul style="list-style-type: none"> • Experience of working with young people who may be difficult to engage. 	Medium	Application Form / Interview
<ul style="list-style-type: none"> • Experience of thorough recording / record keeping. 	High	Application Form / Interview



<ul style="list-style-type: none">• Ability to assess need.• Ability to formulate and implement effective plans and intervention.• Experience of monitoring and Evaluating Service delivery.• Ability to prioritise work and make decisions within own level of authority and take responsibility for them.• Ability to develop / effective and constructive Multi-Agency relationships within the YOS and other agencies.• Ability to contribute to the development of service delivery.	High High Medium High High Medium	Application form / interview Application form / Interview Application form / Interview Application form / Interview Application form / Interview Application form / Interview
3. COMMUNICATION SKILLS		

<ul style="list-style-type: none"> • Ability to produce clear, coherent and analytic reports. • Ability to communicate effectively orally 	High	Application Form / Interview
	High	Interview
4. APTITUDE AND SKILLS		
<p>Ability to work as a team member.</p> <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. • To be committed to professional development as an individual. • To approach challenges with enthusiasm, tenacity and a capacity for innovation. • To be willing to work outside of Mamhilad office hours. • To be computer literate / demonstrate a willingness to learn new skills. 	High	Application form / Interview
	High	Application Form
	Medium	Application form / Interview
	High	Application form / Interview
	High	Interview
	High	Application Form



<ul style="list-style-type: none">• Must possess a full current driving licence and have access to a vehicle for which the MCC agreed mileage allowance will be paid	High	Application Form
5. EQUAL OPPORTUNITIES		
<ul style="list-style-type: none">• Willing to abide by the Council's Equal Opportunities Policy, including undertaking appropriate equality awareness training.	High	Application form / Interview
6. SPECIAL CIRCUMSTANCES		
<ul style="list-style-type: none">• Appointment to this post will be subject to an Enhanced Disclosure check with the Criminal Records Bureau.		
<ul style="list-style-type: none">• Will be required to register with the Care Council for Wales	High	Interview

Candidates without a qualification named above and a full driving licence will not be short listed for interview.

Appointment to this post is subject to an Enhanced Disclosure Check with the Criminal Records Bureau

**Should you require any further information regarding this post, please contact:
Tracey Davies Tel: 01495 768321**

Closing Date: 12 Noon on Friday 25th January 2019

HYSBYSEB RÔL

TEITL Y RÔL: Gweithiwr Cymdeithasol – Gwasanaeth Troseddu Ieuencid Parhaol

RHIF ADNABOD Y SWYDD: SCS093

GRADD: BAND I SCP 37 – SCP 41 £33,136 - £37,107

ORIAU: 37 Awr yr Wythnos

LLEOLIAD: Ystâd Parc Mamhilad, Pont-y-pŵl (ond gall hyn newid yn y dyfodol os angen i leoliad y gwasanaeth symud. Ni fydd costau symud neu anghyfleustra yn cael eu talu os yw hyn yn digwydd).

PWRPAS Y RÔL:

Mae Gwasanaeth Troseddu Ieuencid Sir Fynwy a Thorfaen yn wasanaeth aml-asiantaeth gyda'r brif nod o atal ymddygiad gwrthgymdeithasol, troseddu ac aildroseddu gan blant a phobl ifanc. Fel rhan o'r Gwasanaeth Troseddu Ieuencid byddwch yn darparu ystod o wasanaethau integredig ac ymyriadau i bobl ifanc a'u teuluoedd. Bydd hyn yn cynnwys rhoi cefnogaeth i bobl yn y System Cyfiawnder Troseddol sy'n dangos ymddygiad heriol, gwrthgymdeithasol a throseddu. Mae profiad o weithio gyda phobl ifanc a gweithio aml-asiantaeth yn hanfodol. Bydd angen i ymgeiswyr ar gyfer y swydd hefyd fod â chymhwyster cydnabyddedig mewn gwaith cymdeithasol (DIPSW, CQSW, CSS ac yn y blaen) a bod wedi cofrestru gyda Chyngor Gofal Cymru.

Mae'r swydd yn seiliedig mewn gwasanaeth profiadol sy'n cynnig cefnogaeth, goruchwyliaeth a chyfleoedd datblygu proffesiynol ardderchog. Disgwylir i chi weithio ar draws ardaloedd awdurdodau lleol Sir Fynwy a Thorfaen.

**Os dymunwch gael mwy o wybodaeth am y swydd hon, cysylltwch â:
Tracey Davies, Rheolwr Tîm Gweithredol, ar 01495 768321.**

Dyddiad Cau: 12 canol-dydd ar Friday 25th January 2019

Dylid 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**

Ar ôl eu llenwi, dylid dychwelyd ffurflenni cais papur i'r cyfeiriad dilynol:
Gwasanaethau Pobl, Cyngor Sir Fynwy, Blwch SP 106, CIL-Y-COED, NP26 9AN

Caiff penodiad i'r swydd hon ei eithrio o Ddeddf Adsefydlu Troseddwyr 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: Gweithiwr Cymdeithasol – Gwasanaeth Troseddu Ieuentid Parhaol

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YN ATEBOL I: Tracey Davies – Rheolwr Tîm Gweithredol

Pwy ydym ni? Gwasanaeth Troseddu Ieuentid Sir Fynwy a Thorfaen

Ein Diben:-

Mae Gwasanaeth Troseddu Ieuentid Sir Fynwy a Thorfaen yn anelu i atal troseddu ac aildroseddu gan bobl ifanc o fewn y ddwy ardal awdurdod lleol drwy ddarparu gwasanaeth ieuentid seiliedig ar anghenion ac ansawdd uchel i bobl ifanc, eu teuluoedd, dioddefwyr a'r cymunedau y gwasanaethwn ynddynt.

Diben y Swydd:-

Mae Gwasanaeth Troseddu Ieuentid Sir Fynwy a Thorfaen yn wasanaeth aml-asiantaeth gyda'r brif nod o atal ymddygiad gwrthgymdeithasol, troseddu ac aildroseddu gan blant a phobl ifanc. Fel rhan o'r Gwasanaeth Troseddu Ieuentid byddwch yn darparu ystod o wasanaethau ac ymyriadau integredig ar gyfer pobl ifanc a'u teuluoedd a dioddefwyr troseddau. Bydd hyn yn cynnwys rhoi cefnogaeth i bobl ifanc yn y system cyfiawnder troseddol sy'n dangos ymddygiad heriol, gwrthgymdeithasol a throseddu. Mae profiad o weithio gyda phobl ifanc a gweithio aml-asiantaeth yn hanfodol.

Mae'r swydd yn seiliedig mewn gwasanaeth profiadol, sy'n cynnig cefnogaeth, goruchwyliaeth a chyfluoedd datblygu proffesiynol rhagorol. Disgwylir i chi weithio ar draws ardaloedd awdurdod lleol Sir Fynwy a Thorfaen.

Disgwyliadau a Chanlyniadau'r Swydd:-

- Atal troseddu ac aildroseddu gan blant a phobl ifanc.
- Ymgysylltu gyda phobl ifanc ar lefel statudol ac ar sail wirfoddol er mwyn atal troseddu parhaus ac ail-fynd i'r system cyfiawnder troseddol.
- Cyflwyno ymyriadau sy'n mynd i'r afael â'r ffactorau sy'n rhoi person ifanc mewn risg o droseddu e.e. (personol, teulu, addysgol, ffactorau iechyd, llety a chamddefnyddio sylweddau).
- Adeiladu perthynas gydag asiantaethau eraill i wella canlyniadau unigol ar gyfer pobl ifanc.
- Rhoi asesiadau cynhwysfawr o risg ac angen.

Eich cyfrifoldebau yw:

Bydd y tasgau dilynol a all newid drwy ddatblygiad naturiol y swydd yn GYFFREDIN i holl aelodau'r gwasanaeth

1. Cyfrannu at baratoi adroddiadau mewn achosion neilltuol er budd llysoedd a/neu asiantaethau partner.
2. Cynnal asesiadau proffesiynol o risgiau ac anghenion pobl ifanc unigol fel y gall y gwasanaeth gyflwyno ymyriadau statudol a gwirfoddol yn effeithlon.
3. Cychwyn a chynnal cyswllt gyda dioddefwyr troseddau lle mae'r gwasanaeth yn gyfrifol am oruchwylio'r bobl ifanc sy'n dangos ymddygiad tramgwyddus a/neu mewn risg o ymddygiad troseddu.
4. Cynrychioli'r gwasanaeth mewn gwrandawriadau llys lleol ac unrhyw fforwm priodol arall yn ymwneud â defnyddwyr gwasanaeth y Gwasanaeth Troseddu Ieuencid (YOS).
5. Datblygu a chynnal perthynas waith effeithlon gydag ystod o asiantaethau sy'n darparu gwasanaethau i ddefnyddwyr gwasanaeth yr YOS, eu teuluoedd a'r gymuned.
6. Darparu cymorth a chynghor i rieni/gofalwyr y bobl ifanc hynny sydd yn derbyn gwasanaethau gan YOS.
7. Cadw cofnodion priodol o waith a chofnodion gwaith a wnaed gyda phobl ifanc a'u teuluoedd.
8. Cymryd rhan wrth gynnal systemau gwybodaeth sy'n ganolog i berfformiad llwyddiannus yr YOS.
9. Gweithredu fel swyddog cyfrifol yn goruchwylio pobl ifanc sy'n destun ymyriad seiliedig yn y gymuned gan y gwasanaeth lle dynodwyd gan y Rheolwr Tîm

Gweithredol.

10. Gweithio gyda phobl ifanc a'u teuluoedd mewn swydd ataliol.
11. Bod yn gyfrifol am gyfrannu at ddatblygu ymarfer a gweithdrefnau rhyngasiantaeth arloesol o fewn cylch gorchwyl gwaith y gwasanaeth.
12. Sefydlu a chynnal cysylltiadau proffesiynol effeithlon gyda staff a strwythurau mewn sefydliadau secondiad er mwyn hyrwyddo amcanion y gwasanaeth ymhellach.
13. Darparu gwasanaethau Oedolion Priodol yn unol â Deddf Heddlu a Thystiolaeth Droseddol 1964
(DS: Ni ddisgwylir i staff yr heddlu berfformio'r rôl hon)
14. Darparu ystod o gynlluniau atal troseddu ieuenctid, ynghyd â chydweithwyr, yn unol â blaenoriaethau'r gwasanaeth.
15. Creu dulliau i ymgynghori gyda phobl ifanc am ddyluniad a gwerthusiad gwasanaethau a ddarperir gan yr YOS.
16. Ymgymryd ag unrhyw ddyletswyddau eraill o fewn cwmpas y swydd fel y'i dynodwyd gan Reolwr neu Fwrdd Rheoli Lleol yr YOS.
17. Cymryd rhan fel sydd angen mewn rota ar gyfer gweithio y tu hwnt i oriau swyddfa arferol.
18. Sicrhau y caiff gofal iechyd a diogelwch eich hunain ac aelodau eraill o staff ei gynnal a'i hyrwyddo (e.e. gwirfoddolwyr/gweithwyr sesiwn).

Mae'r tasgau dilynol, a all newid drwy ddatblygiadau naturiol y swydd, yn BENODOL i aelodau gwasanaeth unigol.

Gweithiwr Cymdeithasol

- Cynllunio a darparu sesiynau ymyriad seiliedig ar droseddu yng nghyswllt gwaredion allan o'r llys ac ymyriadau statudol gyda phobl ifanc.
- Darparu ystod o wasanaethau cefnogaeth i bobl ifanc sydd ar remand un ai ar fechnïaeth, yn llety'r Awdurdod Lleol neu mewn llety cadw pobl ifanc cyn cael eu dedfrydu gan lysoedd lleol.
- Goruchwyllo a rheoli achos ystod o orchmynion seiliedig yn y gymuned, sy'n anelu i atal troseddu gan bobl ifanc, sef Gorchmynion Adsefydlu Ieuenctid.
- Darparu ystod o wasanaethau i'r bobl ifanc hynny sy'n destun dedfrydau cadw yn ystod elfennau cadw a chymunedol y fath orchmynion.

- Cyflwyno ystod o wasanaethau ataliaeth i'r bobl ifanc hynny a gafodd eu hatgyfeirio i'r gwasanaeth ar gyfer y rhaglenni ymyriad cynnar.
- Datblygu a chynnal swyddogaeth cydlynu gyda chydweithwyr Gwasanaethau Plant parthed buddiannau plant y bernir eu bod yn 'derbyn gofal' yn amodol ar weithdrefnau diogelu plant neu sy'n derbyn cynllun gofal a chefnogaeth sydd hefyd yn destun ymyriad gan yr YOS.
- Paratoi adroddiadau cyn dedfrydu yn unol gyda safonau cenedlaethol ar droseddwyd ifanc sydd yn ymddangos gerbron llysoedd lleol.
- Cymryd rhan mewn Grwpiau Trosedd ac Anhrefn Lleol.
- Cymryd rhan yn gweithio ag ysgolion.
- Cynnal asesiadau o angen a darparu gwasanaethau / rhaglenni ataliol priodol i bobl ifanc a'u teuluoedd.
- Cefnogi a gweithredu egwyddorion a phraxis sy'n rhan o gyfle cyfartal fel sydd wedi ei amlinellu ym mholisi Cyfle Cyfartal y Cyngor.

Diben y disgrifiad swydd hwn yw dangos lefel gyffredinol cyfrifoldebau'r swydd. Gall y dyletswyddau amrywio o bryd i'w gilydd heb newid eu cymeriad neu lefel cyfrifoldeb.

Dyma'r hyn y gallwn ei roi i chi:

Byddwch yn ymuno â thîm hyblyg a phrofiadol, lle mae cyfleoedd da i gael effaith gadarnhaol ar ddarpariaeth gwasanaeth.

Cefnogir eich rôl gyda ffocws clir ar ddatblygu a goruchwyliaeth staff.

Mae'r swydd yn cwmpasu ardaloedd awdurdodau lleol Sir Fynwy a Thorfaen, gan felly roi amrywiaeth o lwyth achos yn nhermau demograffeg a daearyddiaeth.

Fel gwasanaeth amlddisgyblaeth mae'r dull partneriaeth a fabwysiadwyd ac a ddatblygwyd o fewn y gwasanaeth yn galluogi gweithio effeithlon ar draws ystod eang o asiantaethau.

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.



Manyleb Person

ANGHENION	UCHEL / CANOLIG / ISEL	SUT Y CAIFF HYN EI BROFI
1. ADDYSG/CYMWYSTERAU/ GWYBODAETH		
<ul style="list-style-type: none"> • Diploma/Gradd mewn Gwaith Cymdeithasol/CQSE neu CSS neu gyfwerth • Gwybodaeth dda o weithdrefnau Deddf Plant 1989 a Rheoliadau / Canllawiau cysylltiedig • Gwybodaeth dda o Ddeddf Trosedd ac Anhrefn 1988, a Deddf Cyfiawnder Troseddol a Mewnfudo 2008 a'r rheoliadau a chanllawiau cysylltiedig. • Dangos dealltwriaeth a gwybodaeth o ddyletswyddau Swyddog Gwasanaeth Troseddu leuenctid yn cynnwys asesu, darparu adroddiadau, goruchwyliaeth gymunedol ac atal troseddu. • Deall ac ymroddiad i ddefnyddio dulliau Gweithredu Adferol o fewn practis gwaith. • Sgiliau iaith Gymraeg 	<p style="text-align: center;">Uchel</p> <p style="text-align: center;">Uchel</p> <p style="text-align: center;">Uchel</p> <p style="text-align: center;">Uchel</p> <p style="text-align: center;">Uchel</p> <p style="text-align: center;">Canolig</p>	<p>Ffurflen Gais (bydd angen tystiolaeth cymhwyster yn y cyfweiliad)</p> <p>Ffurflen Gais / Cyfweiliad</p> <p>Ffurflen Gais / Cyfweiliad</p> <p>Ffurflen Gais / Cyfweiliad</p> <p>Ffurflen Gais / Cyfweiliad</p> <p>Ffurflen Gais</p>
2. PROFIAD		

<ul style="list-style-type: none"> • Profiad o weithio mewn awyrgylch aml-asiantaeth. • Profiad o weithio gyda phobl ifanc y gall fod yn anodd ymgysylltu â nhw. • Profiad o gofnodi achos/cadw cofnodion trwyadl. • Gallu i asesu angen. • Gallu i ddatblygu a gweithredu cynlluniau ymyriad yn effeithiol. • Profiad o fonitro gwerthuso darpariaeth gwasanaeth. • Gallu i flaenoriaethu gwaith a gwneud penderfyniadau o fewn eich lefel awdurdod eich hun a chymryd cyfrifoldeb amdanynt. • Gallu i ddatblygu perthynas aml-asiantaeth effeithlon ac adeiladol o fewn yr YOS ac asiantaethau eraill. • Profiad o ddefnyddio dulliau gweithredu adferol 	<p>Canolig</p> <p>Canolig</p> <p>Uchel</p> <p>Uchel</p> <p>Uchel</p> <p>Canolig</p> <p>Uchel</p> <p>Uchel</p> <p>Canolig</p>	<p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p>
<p>3. SGILIAU CYFATHREBU</p>		
<ul style="list-style-type: none"> • Gallu i gynhyrchu adroddiadau clir, dealladwy a dadansoddol. • Gallu i gyfathrebu'n effeithiol ar lafar. 	<p>Uchel</p> <p>Uchel</p>	<p>Ffurflen Gais / Cyfweliad</p> <p>Cyfweliad</p>



4. DONIAU A SGILIAU		
<p>Y gallu i weithio fel aelod o dîm</p> <ul style="list-style-type: none">• Dangos ymrwymiad a brwdfrydedd yng nghyswllt cyflawni canlyniadau cadarnhaol ar gyfer plant, pobl ifanc, eu teuluoedd a chymunedau.• Ymroddiad i ddatblygiad proffesiynol fel unigolyn.• Wynebu heriau gyda brwdfrydedd, dycnwch a gallu i arloesi.• Yn fodlon gweithio y tu hwnt i oriau swyddfa arferol Mamhilad.• Gallu da i ddefnyddio cyfrifiadur/ dangos parodrwydd i ddysgu sgiliau newydd• Rhaid bod â thrwydded yrru lawn a mynediad i gerbyd y telir lwfans milltiroedd a gytunwyd gan Gyngor Sir Fynwy	<p>Uchel</p> <p>Uchel</p> <p>Canolig</p> <p>Uchel</p> <p>Uchel</p> <p>Uchel</p>	<p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Ffurflen Gais / Cyfweliad</p> <p>Cyfweliad</p> <p>Ffurflen Gais</p> <p>Ffurflen Gais</p>
5. CYFLE CYFARTAL		

<ul style="list-style-type: none"> • Parod i gydymffurfio gyda Pholisi Cyfle Cyfartal y Cyngor yn cynnwys hyfforddiant priodol ar ymwybyddiaeth o gydraddoldeb • 	Uchel	Ffurflen Gais / Cyfweliad
6. AMGYLCHIADAU ARBENNIG		
<ul style="list-style-type: none"> • Cynhelir Gwiriad Datgeliad Estynedig gan Swyddfa Cofnodion Troseddol ar y swydd hon. 		
<ul style="list-style-type: none"> • Bydd angen bod wedi cofrestru gyda Chyngor Gofal Cymru. 	Uchel	Cyfweliad

Ni chaiff ymgeiswyr heb gymhwyster a nodir uchod a thrwydded yrru lawn eu cynnwys ar y rhestr fer ar gyfer cyfweliad.

Mae penodiad i'r swydd hon yn ddibynnol ar Wiriad Datgeliad Estynedig gan y Swyddfa Cofnodion Troseddol.

Os ydych angen mwy o wybodaeth am y swydd hon, cysylltwch â:

Tracey Davies, Rheolwr Tîm Gweithredol, Ffôn: 01495 768321

Dyddiad Cau: 12 canol-dydd ar 25th January 2019

