



Come and join the team!

ADVERT

ROLE TITLE: Social Worker ~ Placement and Support Team
Children's Services

ADVERT TEXT:

We are looking for an experienced social worker to work as part of an established, ambitious and experienced fostering team. You will be enthusiastic and passionate about wanting to improve outcomes for children who are looked after and understand the importance of supporting foster carers as part of the system around the child to enable children to thrive and flourish.

Monmouthshire is a beautiful rural authority, yet only 20 minutes from Newport and Cwmbran, and 40 minutes from Bristol and Cardiff. Monmouthshire County Council is invested in providing an excellent service to its foster carers and as a social worker here you will have access to a dedicated clinical psychology and therapy service for foster carers and the children they care for (BASE) and an intensive support service for children with more complex needs (MyST).

If you are motivated, reflective and creative with strong social work values and passionate about fostering, we want to hear from you. You will work as part of a team providing support to a manageable caseload of foster carers as well as undertaking a small number of assessments each year. You will be a strong team player with great communication skills and a commitment to working collaboratively with all stakeholders. You will hold a professional social work qualification and be registered with Social Care Wales. You will have experience of foster care practice, ideally with experience in the assessment and/or supervision of foster carers, however we recognise that social workers with experience in other areas have much to offer.

POST ID: SCS279

LOCATION: County Hall, Usk and the Monmouthshire locality

GRADE: BAND I SCP 31– SCP 35 £39,186 - £43,421 (pay award pending)

HOURS: 37 hours per week

PERMANENT: Yes

DBS CHECK: Yes (Enhanced Children's Disclosure & Barring Service Check)

CLOSING DATE: **12 noon on 11/07/2024**



Additional Information

Please note that we are not able to accept CVs

To apply for this post please complete the online application form which can be found on the following page:

<https://www.monmouthshire.gov.uk/jobs-employment/>

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.

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

Monmouthshire County Council is:-

- an equal opportunities employer and welcomes applications from all sections of the community.
- a disability confident committed employer.
- an Armed Forces friendly employer.
- Autism aware and committed to removing barriers to employment
- committed to supporting young people who leave our care to access new opportunities and gain experience.



ROLE PROFILE

ROLE TITLE: **Social Worker** – Foster Carer Recruitment, Assessment and Support Children's Services

PERMANENT

POST ID: SCS279

GRADE: BAND I SCP 31– SCP 35 £39,186 - £43,421 (pay award pending)

HOURS: 37 hours per week

WORK PATTERN: Usual work pattern - Monday to Thursday 9am to 5pm, Friday 9am to 4.30pm with the ability to work flexibly, some evening and weekend work will be required

LOCATION: Usk and the Monmouthshire locality

DISCLOSURE AND BARRING SERVICE (DBS) CHECK:

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to the following DBS check: Enhanced with Children Barred List Check

RESPONSIBLE TO: Team Manager, Placement and Support Team Support

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable

Placement and Support Team.....Who are we?

We are passionately committed to improving outcomes for children who are looked after by providing excellent assessment, training and support to our foster carers. We are dedicated to working collaboratively with foster carers as part of the team around the child and understand the importance of high quality, on-going training, support and supervision to foster carers and to staff.

Fostering in Monmouthshire

Monmouthshire County Council provides three services for foster carers, the Placement and Support Team who provide qualified social workers to support and supervise foster carers; the BASE service, a dedicated clinical psychology/therapy service for foster carers and the children they care for, and MyST, an intensive support service for foster carers caring for children with complex needs which operates 24hours a day, 7 days a week.

Our Purpose:-

- We recruit new foster carers, therapeutic foster carers, When I'm Ready carers and supported lodging providers



- We undertake robust and comprehensive assessments
- We provide high quality support to all our carers and supported lodging providers
- We work with the childcare teams to find the right placements for children and young people who are looked after or who are care leavers

Role Responsibilities:-

- Work in partnership with foster carers to provide supervision and support in accordance with statutory regulations and Monmouthshire County Council's requirements. This will include ensuring the following:
 - Foster carers receive regular supervision
 - Foster carers annual reviews are up to date
 - Foster carers are supported to attend relevant meetings such as Child Looked After reviews and child protection case conferences where necessary
 - Foster carers are undertaking adequate and relevant training that is appropriate to the requirements of fostering, their development as foster carers and the needs of the children in their care
 - Foster carer diaries are kept and are of good quality to enable children to
 - You are in a position to advise on their suitability to care for specific children at matching meetings
 - Statutory checks are completed and updated as required
 - Foster carers are supported to meet the needs of the children in their care including support to manage behaviour in a positive way and to ensure that the welfare of children is paramount
 - You contribute to the delivery of foster carer support groups
- Undertake high quality assessments which may include:
 - Form F assessments for new applicants wishing to become foster carers and presenting the assessment to fostering panel
 - Viability assessments to assess whether connected persons can proceed to full assessment as part of care proceedings
 - Connected persons assessments as part of care proceedings
 - Assessment of individuals under Private Fostering arrangements
- Attend and present assessments to fostering panel as necessary.
- As part of the fostering team, contribute to the development and maintenance of policies and strategies relevant to fostering; including recruitment strategies for foster carers and supported lodgings providers.
- Support the recruitment and training of foster carers, including supporting and contributing to recruitment campaigns and events, and contribute to providing training to applicants prior to approval and participate in the delivery of post approval training. This may include being available at weekends and evenings on occasion.



- Work closely and develop positive and professional working relationships with colleagues within the team, across children's services, and wider partners in other professional agencies.
- Participate regularly in the Office Duty rota, and in the absence of the Placements and Contracts Officer, undertake placement searches and matching, and respond calmly and effectively to urgent referrals.
- Participate in an out-of-hours support line for foster carers for two hours approximately once a week which includes evenings and weekends, for which you will be remunerated accordingly.
- Supervise and provide support to Social Work students when appropriate.
- Maintain accurate and up to date records on relevant electronic and manual systems.
- Develop own professional skills through reflecting on practice and active engagement and participation in regular supervision sessions and through undertaking appropriate training including keeping up-to-date with changes in legislation, related policies and practices.
- Willing to work flexibly (including evening and weekend work) if required. If the need arises, to undertake tasks not specifically covered in the job description where these are considered reasonable within the level of responsibility and function of the role.
- Maintain safe working practices for self and others, in accordance with the authority's policy statement on Health and Safety at Work.

Here's what we can provide you with:-

- The opportunity to work within a friendly and dynamic team and make a real difference to the lives of children looked after and their foster carers in Monmouthshire
- High quality support and supervision in a friendly and motivated environment
- Quality training in order to professionally and personally develop your skills and experience
- Opportunity to develop Welsh language skills in line with the 'more than words' strategy
- An extra day holiday at Christmas and Easter on top of a generous holiday allowance
- In line with Service objectives, flexibility to work agilely and flexibly in order to achieve a positive work life balance



- Excellent pension scheme and a range of other benefits

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.

Kindness: We will show kindness to all those we work with, putting the importance of relationships and the connections we have with one another at the heart of all interactions.

Welsh Language assessment:

Welsh is desirable: You may be required to learn or improve your existing skills through attending staff Welsh language training funded by the council. This will be implemented if a need for Welsh language skills in the role arises.

Safeguarding:

Safeguarding and Child and Adult Protection are key priorities for the Council. We aim to support children and adults at risk to be as safe as they can and to fulfil their potential. All Council employees and volunteers are responsible for playing their part in the well-being, safety and protection of children and adults at risk. All employees and volunteers will be trained to the appropriate level of safeguarding and have a duty to fulfil their personal responsibilities for safeguarding.

In addition:

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

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.

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

Requirement	Weighting	How tested/used at shortlisting
1. Education/Qualification/ Knowledge		
<ul style="list-style-type: none"> • CQSW; Diploma in Social Work or equivalent. 	H	Application form
<ul style="list-style-type: none"> • Registered as a Social Worker by Social Care Wales 	H	Application form
<ul style="list-style-type: none"> • C-PEL Advanced Practitioner award 	M	Application form
<ul style="list-style-type: none"> • Knowledge of relevant legislation, policy and guidance in relation to operational social work in Wales including the Social Services and Well-being (Wales) Act 2014, Children Act 1989 and 2004, The Wales Safeguarding Procedures 2019 	H	Application form/Interview
<ul style="list-style-type: none"> • Knowledge of relevant legislation, policy and guidance in relation to fostering, including the Regulation and Inspection of Social Care (Wales) Act 2016, Fostering Panels (Establishment and Functions) Regulations (Wales) 2018, Regulated Fostering Services (Service Providers and Responsible Individuals) (Wales) Regulations 2019 	H	Interview/application form
<ul style="list-style-type: none"> • Knowledge and understanding of current research in attachment, child development, early childhood trauma and toxic stress and the impact on child development. 	H	Interview/application form
<ul style="list-style-type: none"> • Understanding of the importance of supporting the network around the child in order to promote placement stability. 	H	Interview/application form
2. Experience		
<ul style="list-style-type: none"> • Substantial post qualifying childcare experience within a statutory children's services team. 	M	Interview/application form
<ul style="list-style-type: none"> • Experience of undertaking assessments and writing complex reports for a variety of audiences 	H	Interview/application form
<ul style="list-style-type: none"> • Experience of working in a fostering team, supporting and supervising foster carers and connected persons carers, and undertaking assessment of foster carers and connected persons carers 	M	Interview/application form



<ul style="list-style-type: none"> • Working in partnership with a variety of stakeholders including children, their families, foster carers, social workers in other social work teams and professionals in other agencies. • Experience of mentoring / supervising others (foster carers / students / volunteers / staff) • Experience of assessment of need and assessment of risk. • Experience of recruitment of foster carers / staff / volunteers 	<p>H</p> <p>M</p> <p>H</p> <p>M</p>	<p>Interview/application form</p> <p>Interview/application form</p> <p>Interview/application form</p> <p>Interview/application form</p>
<p>3. Communication / Interpersonal Skills</p>		
<ul style="list-style-type: none"> • Excellent written and verbal communication skills including the ability to write reports and assessments to a high standard. • Ability to manage conflict and skilled at building, promoting and maintaining relationships to promote best outcomes for children and young people who are looked after • Negotiating skills in working with foster carers, supported lodgings providers and connected persons applicants. • The ability to have challenging conversations when necessary. 	<p>H</p> <p>H</p> <p>H</p> <p>H</p>	<p>Interview/application form</p> <p>Interview/application form</p> <p>Interview/application form</p> <p>Interview/application form</p>
<p>4. Aptitude And Skills</p>		
<ul style="list-style-type: none"> • The ability to work flexibly to meet the needs of the service, to work supportively with colleagues and with strong social work values • Computer literate and able to use the full range of Microsoft Office Applications, access to the internet at home and ability to work from home when required • Ability to manage competing priorities and meet deadlines. 	<p>H</p> <p>H</p> <p>H</p>	<p>Interview/application form</p> <p>Application form</p> <p>Interview/application form</p>
<p>5. Equal Opportunities</p>		
<ul style="list-style-type: none"> • A commitment to Equal Opportunities and willingness to abide by the Council's Equal Opportunities Policy, including undertaking appropriate equality awareness training • An awareness of anti-discriminatory practice and the ability to demonstrate a non-judgmental attitude 	<p>H</p> <p>H</p>	<p>Interview/application form</p> <p>Interview/application form</p>



6. Special Circumstances		
<p>The role may require you to work outside office hours on an occasional basis, this will include being part of an on-call rota to run an out-of-hours support time for foster carers approximately once a week which includes evenings and weekends.</p> <p>Appointment to this post will be subject to an Enhanced Disclosure Check with the Criminal Records Bureau</p>	H	

Should you require any further information regarding this post, please contact:
allisonwestlake@monmouthshire.gov.uk

Closing Date: 12pm on 11/07/2024

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 or English and 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, County Hall, Rhadyr, Usk, Monmouthshire, NP15 1GA



WELSH LANGUAGE SKILLS FRAMEWORK

LEVEL 1

Can understand basic everyday phrases if the speaker talks slowly and clearly and is willing to help. Can introduce yourself and others and can ask and answer questions regarding basic information, e.g. individual asking to see someone, where is the xxx meeting, toilet etc. Can transfer phone calls pass on a simple message or make a straightforward request, e.g. via e-mail.

UNDERSTANDING	SPEAKING	READING	WRITING
<ul style="list-style-type: none"> ➤ Can understand simple questions: where is the xxx meeting, where is the toilet, who is the person they wish to see. Can understand who to transfer a phone call to etc, 	<ul style="list-style-type: none"> ➤ Can pronounce place names and personal names correctly. ➤ Can greet individuals face to face or over the phone ➤ Can open and close a conversation or open and close a meeting. 	<ul style="list-style-type: none"> ➤ Can read short sentence, e.g. basic signs, simple instructions, agenda items, simple information on forms 	<ul style="list-style-type: none"> ➤ Can open and close an e-mail or letter ➤ Can write personal names, place names, job titles ➤ Can write a simple message to a colleague on paper or e-email, e.g. such and such has called.

LEVEL 2

Can understand sentences when people talk about everyday situations, e.g. simple personal and family information. Can hold a basic conversation with someone to obtain or exchange straightforward information, e.g. discuss how a person is feeling; something which has happened; simple plan for the future. Can write and read messages in letters or e-mails describing familiar issues and written in short sentences.

UNDERSTANDING	SPEAKING	READING	WRITING
<ul style="list-style-type: none"> ➤ Can understand when people speak slowly about everyday situations, e.g. providing personal information, talking about what they have been doing, what they would like to do, how they feel general ➤ Can understand when people ask you do something 	<ul style="list-style-type: none"> ➤ Can communicate simple information or ask common questions, e.g. to acquire information from an individual ➤ Can use Welsh to get to and emphasise with the individual but not able to conduct the entire conversation or session in Welsh ➤ Can hold a short conversation with an individual or exchange relatively straightforward information ➤ Can contribute to a meeting, but need to revert to English for specialist terms. 	<ul style="list-style-type: none"> ➤ Can read short message and certain letters or e-mails, e.g. those which make a request or ask you to pass on a message 	<ul style="list-style-type: none"> ➤ Can write a short message to a colleague asking a question, thanking her/him, explaining something, e.g. time and place of a meeting ➤ Can write a short letter or e-mail to arrange an appointment

LEVEL 3

Can understand the main points when an individual or colleague is talking about familiar subjects, e.g. during a conversation or small group meeting. Can hold extended conversations with fluent speakers about familiar subjects involving everyday work. Can describe experiences and events and provide concise explanations and reasons for opinions and plans. Can read articles, letters or e-mails about general subjects. Can write letters or e-mails about most subjects, e.g. requesting something; providing information; inviting somebody or organising an event.

UNDERSTANDING	SPEAKING	READING	WRITING
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<ul style="list-style-type: none"> ➤ Can understand individuals and colleagues when exchanging information or discussing plans, if the subject is familiar. ➤ Can understand a discussion at a meeting if the subject is familiar. ➤ Can understand individuals and colleagues in a familiar situation or in everyday conversation. 	<ul style="list-style-type: none"> ➤ Can take part in most conversations with colleagues about work and plans if the vocabulary is not too technical. ➤ Can hold a conversation with an individual or exchanging relatively straightforward information. ➤ Can contribute to a meeting but need to revert to English for specialist terms. ➤ Can adapt the style of language to suit the audience. 	<ul style="list-style-type: none"> ➤ Can understand most e-mail messages or letters concerning day to day work. ➤ Can guess the meaning of a word based on context if the subject is familiar. ➤ Can read a simple, straightforward article in a newspaper or magazine types of written material. 	<ul style="list-style-type: none"> ➤ Can write a letter or e-mail to an individual, or colleague about most topics in order to request something; provide an explanation; describe an experience or situation; invite people or organise an event. ➤ Can write relatively accurately when drafting a short information leaflet or poster in Welsh as required.
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LEVEL 4

Can usually follow most conversations or discussions, even on unfamiliar topics, Can talk confidently with fluent speakers about familiar subjects relating to work, and an express an opinion, take part in discussion, and talk extensively about general topics, e.g. in meetings or one-to-one situations with individuals. Can understand most correspondence, newspaper articles and reports intended for fluent speakers with the aid of Welsh language resources and can scan long texts to find details. Can complete forms and write reports relating to work and respond accurately.

UNDERSTANDING	SPEAKING	READING	WRITING
<ul style="list-style-type: none"> ➤ Can follow most conversations and discussions with individuals or colleagues even if the subject matter is unfamiliar. 	<ul style="list-style-type: none"> ➤ Can contribute effectively to internal and external meetings in a work context. ➤ Can converse comfortably with individuals and exchange information as required. ➤ Can argue for and against a specific case. ➤ Can chair meetings and answer questions from the chair confidently. 	<ul style="list-style-type: none"> ➤ Can read most correspondence and scan long texts to find details. ➤ Can understand most newspaper articles and reports with the aid of a dictionary. ➤ Can understand texts, unless written in a very formal or colloquial form. 	<ul style="list-style-type: none"> ➤ Can produce correspondence of all types, short reports, documents and literature with support of Welsh language translation aids eg. Cysgeir, cysill.

LEVEL 5

Can understand everything that is being said. Can talk extensively about complex issues, presenting difficult information and can facilitate and summarise extended or complex discussions. Can summarise information from different sources (orally and in writing) and present it in a coherent way. Can express themselves spontaneously, fluently and in detail, adapting the language to suit the audience.

UNDERSTANDING	SPEAKING	READING	WRITING
<ul style="list-style-type: none"> ➤ Can follow all conversations and discussions with individuals or colleagues. ➤ Can understand the ambiguity and nuance of language. 	<ul style="list-style-type: none"> ➤ Can express yourself fully in detail, even when discussing complex issues. ➤ Can adapt the style and register of your language to suit the audience. 	<ul style="list-style-type: none"> ➤ Can read and understand almost all written texts without difficulty, referring to a dictionary occasionally. ➤ Can read long texts to find relevant details and can understand most types of written material. 	<ul style="list-style-type: none"> ➤ Can write reports in a clear style appropriate to the reader with the support of electronic language aids. ➤ Can write formal or informal Welsh as required. ➤ Can write a range of documents accurately and with confidence.



Dewch i ymuno â'r tîm!

HYSBYSEB

TEITL Y RÔL: Gweithiwr Cymdeithasol ~ Tîm Lleoli a Chymorth
Gwasanaethau Plant

COPI AR GYFER YR HYSBYSEB:

Rydym yn chwilio am weithiwr cymdeithasol profiadol i weithio fel rhan o dîm maethu sefydledig, uchelgeisiol a phrofiadol. Byddwch yn angerddol am fod eisiau gwella canlyniadau i blant sy'n derbyn gofal ac yn deall pwysigrwydd cefnogi gofalwyr maeth fel rhan o'r system o amgylch y plentyn i alluogi plant i ffynnu a ffynnu.

Mae Sir Fynwy yn awdurdod gwledig hardd, ond eto dim ond 20 munud o Gasnewydd a Chwibrân, a 40 munud o Fryste a Chaerdydd. Mae Cyngor Sir Fynwy wedi buddsoddi mewn darparu gwasanaeth rhagorol i'w ofalwyr maeth ac fel gweithiwr cymdeithasol yma, bydd gennych fynediad at wasanaeth seicoleg glinigol a therapi pwrpasol ar gyfer gofalwyr maeth a'r plant y maent yn gofalu amdanynt (BASE) a gwasanaeth cymorth dwys ar gyfer plant ag anghenion mwy cymhleth (MyST).

Os ydych yn llawn cymhelliant, yn fyfyrion ac yn greadigol gyda gwerthoedd gwaith cymdeithasol cryf ac yn angerddol am faethu, rydym am glywed gennych. Byddwch yn gweithio fel rhan o dîm yn darparu cymorth i lwyth achosion hylaw o ofalwyr maeth yn ogystal â chynnal nifer fach o asesiadau bob blwyddyn. Byddwch yn chwaraewr tîm cryf gyda sgiliau cyfathrebu gwych ac ymrwymiad i weithio ar y cyd â'r holl randdeiliaid. Bydd gennych gymhwyster gwaith cymdeithasol proffesiynol a byddwch wedi cofrestru gyda Gofal Cymdeithasol Cymru. Bydd gennych brofiad o ymarfer gofal maeth, yn ddelfrydol gyda phrofiad o asesu a/neu oruchwylio gofalwyr maeth; fodd bynnag rydym yn cydnabod bod gan weithwyr cymdeithasol â phrofiad mewn meysydd eraill lawer i'w gynnig.

LLEOLIAD: Neuadd y Sir, Brynbuga ac ardal Sir Fynwy

GRADD: BAND I SCP 31 – SCP 35 £39,186 - £43,421 (dyfarniad cyflog yn yr arfaeth)

ORIAU: 37 awr yr wythnos

DROS DRO: Na

GWIRIAD Y GWASANAETH

DATGELU A GWAHARDD: Mae angen gwiriad (Gwiriad Manwl y Gwasanaeth Datgelu a Gwahardd Plant)

DYDDIAD CAU: 12pm ar 11/07/2024

Gwybodaeth Ychwanegol

Gofynnir i chi nodi na allwn dderbyn CV



Er mwyn gwneud cais am y rôl hon, cwblhewch y ffurflen gais sydd ar gael yma:
<https://www.monmouthshire.gov.uk/jobs-employment/>

Mae modd cyflwyno ceisiadau yn y Gymraeg, ac ni fydd cais a gyflwynir yn y Gymraeg yn cael ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg,

Mae modd rhannu'r holl swyddi os na nodir fel arall.

Mae Cyngor Sir Fynwy yn:-

- cyflogwr cyfle cyfartal ac yn croesawu ceisiadau gan bob rhan o'r gymuned .
- cyflogwr sydd wedi ymrwymo i fod yn hyderus o ran anabledd
- cyflogwr sydd yn gyfeillgar i'r Lluoedd Arfog
- ymwybodol o Awtistiaeth ac wedi ymrwymo i ddileu unrhyw rwystrau at gyflogaeth
- ymrwymo i gefnogi pobl ifanc sydd yn gadael ein gofal i gael cyfleoedd newydd a phrofiad.



PROFFIL Y RÔL

TEITL Y RÔL: **Gweithiwr Cymdeithasol –** Recriwtio, Asesu a Chefnogi Gofalwyr Maeth, Gwasanaethau Plant

PARHAOL

RHIF ADNABOD Y RÔL: SCS279

GRADD: BAND I SCP 31 – SCP 35 £39,186 - £43,421 (dyfarniad cyflog yn yr arfaeth)

ORIAU: 37 awr yr wythnos

PATRWM GWAITH: Patrwm gwaith arferol - Dydd Llun i ddydd Iau 9am i 5pm, dydd Gwener 9am i 4.30pm gyda'r gallu i weithio'n hyblyg, bydd angen rhywfaint o waith gyda'r nos ac ar y penwythnos

LLEOLIAD: Brynbuga ac ardal Sir Fynwy

GWIRIAD Y GWASANAETH DATGELU A GWAHARDD (DBS):

Mae penodiad i'r swydd hon wedi'i eithrio o'r Ddeddf Adsefydlu Troseddwyr ac yn amodol ar y gwiriad canlynol: Gwiriad Rhestr Gwaharddedig Gwell gyda Phlant

YN ATEBOL I: Rheolwr Tîm, Cefnogi Tîm Lleoli a Chymorth

ASESIAD IAITH GYMRAEG: Mae sgiliau iaith Gymraeg yn ddymunol

Tîm Lleoli a Chymorth.....Pwy ydyn ni?

Rydym wedi ymrwymo'n angerddol i wella canlyniadau i blant sy'n derbyn gofal drwy ddarparu asesiad, hyfforddiant a chymorth rhagorol i'n gofalwyr maeth. Rydym yn ymroddedig i weithio ar y cyd â gofalwyr maeth fel rhan o'r tîm o amgylch y plentyn ac yn deall pwysigrwydd hyfforddiant, cefnogaeth a goruchwyliaeth barhaus o ansawdd uchel i ofalwyr maeth ac i staff.

Maethu yn Sir Fynwy

Mae Cyngor Sir Fynwy yn darparu tri gwasanaeth ar gyfer gofalwyr maeth, y Tîm Lleoli a Chymorth sy'n darparu gweithwyr cymdeithasol cymwys i gefnogi a goruchwyllo gofalwyr maeth; gwasanaeth BASE, gwasanaeth seicoleg/therapi clinigol pwrpasol ar gyfer gofalwyr maeth a'r plant y maent yn gofalu amdanynt, a MyST, gwasanaeth cymorth dwys i ofalwyr maeth sy'n gofalu am blant ag anghenion cymhleth sy'n gweithredu 24 awr y dydd, 7 diwrnod yr wythnos.

Ein Pwrpas:-

- Rydym yn recriwtio gofalwyr maeth newydd, gofalwyr maeth therapiwtig, gofalwyr Pan Fyddda i'n Barod a darparwyr llety â chymorth.
- Rydym yn cynnal asesiadau cadarn a chynhwysfawr



- Rydym yn darparu cymorth o ansawdd uchel i'n holl ofalwyr a darparwyr llety â chymorth
- Rydym yn gweithio gyda'r timau gofal plant i ddod o hyd i'r lleoliadau cywir ar gyfer plant a phobl ifanc sy'n derbyn gofal neu sy'n gadael gofal

Cyfrifoldebau'r Rôl:-

- Gweithio mewn partneriaeth â gofalwyr maeth i ddarparu goruchwyliaeth a chefnogaeth yn unol â rheoliadau statudol a gofynion Cyngor Sir Fynwy. Bydd hyn yn cynnwys sicrhau'r canlynol:
 - Mae gofalwyr maeth yn cael eu goruchwyllo'n rheolaidd
 - Mae adolygiadau blynyddol gofalwyr maeth yn gyfredol
 - Cefnogir gofalwyr maeth i fynychu cyfarfodydd perthnasol megis adolygiadau Plant sy'n Derbyn Gofal a chynadleddau achos amddiffyn plant lle bo angen
 - Mae gofalwyr maeth yn dilyn hyfforddiant digonol a pherthnasol sy'n briodol i ofynion maethu, eu datblygiad fel gofalwyr maeth ac anghenion y plant yn eu gofal
 - Cedwir dyddiaduron gofalwyr maeth ac maent o ansawdd da i alluogi'r plant i wneud hynny
 - Rydych mewn sefyllfa i roi cyngor ar eu haddasrwydd i ofalu am blant penodol mewn cyfarfodydd paru
 - Gwiriadau statudol yn cael eu cwblhau a'u diweddarau yn ôl yr angen
 - Mae gofalwyr maeth yn cael eu cefnogi i ddiwallu anghenion y plant yn eu gofal gan gynnwys cymorth i reoli ymddygiad mewn ffordd gadarnhaol ac i sicrhau bod lles plant yn hollbwysig.
 - Rydych yn cyfrannu at ddarparu grwpiau cymorth i ofalwyr maeth
- Cynnal asesiadau o ansawdd uchel a all gynnwys:
 - Asesiadau Ffurflen F ar gyfer ymgeiswyr newydd sy'n dymuno bod yn ofalwyr maeth a chyflwyno'r asesiad i'r panel maethu
 - Asesiadau hyfywedd i asesu a all personau cysylltiedig symud ymlaen i asesiad llawn fel rhan o achosion gofal
 - Asesiadau personau cysylltiedig fel rhan o achosion gofal
 - Asesu unigolion o dan drefniadau Maethu Preifat
- Mynychu a chyflwyno asesiadau i'r panel maethu yn ôl yr angen.
- Fel rhan o'r tîm maethu, cyfrannu at ddatblygu a chynnal polisiâu a strategaethau sy'n berthnasol i faethu; gan gynnwys strategaethau recriwtio ar gyfer gofalwyr maeth a darparwyr llety â chymorth.
- Cefnogi recriwtio a hyfforddi gofalwyr maeth, gan gynnwys cefnogi a chyfrannu at ymgyrchoedd a digwyddiadau recriwtio, a chyfrannu at ddarparu hyfforddiant i ymgeiswyr cyn eu cymeradwyo a chymryd rhan yn y gwaith o ddarparu hyfforddiant ôl-gymeradwyaeth. Gall hyn gynnwys bod ar gael ar benwythnosau a gyda'r nos yn achlysurol.



- Gweithio'n agos a datblygu perthnasoedd gwaith cadarnhaol a proffesiynol gyda chydweithwyr o fewn y tîm, ar draws y gwasanaethau plant, a phartneriaid ehangach mewn asiantaethau proffesiynol eraill.
- Cymryd rhan yn rheolaidd yn y rota Dyletswydd Swyddfa, ac yn absenoldeb y Swyddog Lleoli a Chontractau, cynnal chwiliadau a pharu lleoliadau, ac ymateb yn bwyllog ac effeithiol i atgyfeiriadau brys.
- Cymryd rhan i ddarparu llinell gymorth y tu allan i oriau ar gyfer gofalwyr maeth am ddwy awr tua unwaith yr wythnos sy'n cynnwys gyda'r nos ac ar benwythnosau, a byddwch yn cael eich talu'n am hynny.
- Goruchwylio a darparu cefnogaeth i fyfyrwyr Gwaith Cymdeithasol pan fo'n briodol.
- Cadw cofnodion cywir a chyfredol ar systemau electronig a llaw perthnasol.
- Datblygu eich sgiliau proffesiynol eich hun trwy fyfyrio ar ymarfer ac ymgysylltu a chymryd rhan weithredol mewn sesiynau goruchwylio rheolaidd a thrwy ymgymryd â hyfforddiant priodol gan gynnwys cael y wybodaeth ddiweddaraf am newidiadau mewn deddfwriaeth, polisiau ac arferion cysylltiedig.
- Parodrwydd i weithio'n hyblyg (gan gynnwys gweithio gyda'r nos ac ar benwythnosau) os oes angen. Os bydd angen, ymgymryd â thasgau nad ydynt wedi'u cynnwys yn benodol yn y disgrifiad swydd pan ystyrir bod y rhain yn rhesymol o fewn lefel cyfrifoldeb a swyddogaeth y rôl.
- Cynnal arferion gweithio diogel i chi'ch hun ac i eraill, yn unol â datganiad polisi'r awdurdod ar lechyd a Diogelwch yn y Gwaith

Dyma'r hyn y mae modd i ni ddarparu i chi :-

- Y cyfle i weithio o fewn tîm cyfeillgar a deinamig a gwneud gwahaniaeth gwirioneddol i fywydau plant sy'n derbyn gofal a'u gofalwyr maeth yn Sir Fynwy.
- Cefnogaeth a goruchwyliaeth o ansawdd uchel mewn amgylchedd cyfeillgar a llawn cymhelliant.
- Hyfforddiant o safon er mwyn datblygu eich sgiliau a'ch profiad yn broffesiynol ac yn bersonol.
- Cyfle i ddatblygu sgiliau Cymraeg yn unol â'r strategaeth 'Mwy na Geiriau'.
- Diwrnod ychwanegol o wyliau dros y Nadolig a'r Pasg ar ben lwfans gwyliau hael.
- Yn unol ag amcanion y Gwasanaeth, hyblygrwydd i weithio'n ystwyth ac yn hyblyg er mwyn cyflawni cydbwysedd cadarnhaol rhwng bywyd a gwaith.
- Cynllun pensiwn ardderchog ac ystod o fuddion eraill.



Beth arall sydd angen i chi wybod.....Ein Gwerthoedd:

- Gwaith tîm:** Byddwn yn gweithio gyda chi a'ch partneriaid i gefnogi ac ysbrydoli pawb i gymryd rhan. Byddwn yn gwneud y gorau glas o'r syniadau a'r adnoddau sydd ar gael i sicrhau ein bod yn gwneud y pethau sy'n cael yr effaith fwyaf cadarnhaol ar ein pobl a'n lleoedd.
- Tryloywder:** Rydym yn agored ac yn onest. Mae pobl yn cael cyfle i gymryd rhan a dweud wrthym beth sy'n bwysig.
- Hyblygrwydd:** Rydym yn hyblyg, gan alluogi darparu'r gwasanaethau mwyaf effeithlon ac effeithiol. Mae hyn yn golygu ymrwymiad gwirioneddol i weithio gyda phawb i groesawu ffyrdd newydd o weithio.
- Tegwch:** Rydym yn rhoi cyfleoedd i bobl a chymunedau i ffynnu. Byddwn bob amser yn ceisio trin pawb yn deg ac yn gyson.
- Caredigrwydd:** Byddwn yn dangos caredigrwydd i bawb y gweithiwn gyda nhw, gan roi pwysigrwydd perthynas a'r cysylltiadau sydd gennym gyda'n gilydd wrth galon pob rhyngweithio.

Asesiad o'r Iaith Gymraeg:

Mae'r Gymraeg yn ddymunol: Efallai y bydd gofyn i chi ddysgu neu wella'ch sgiliau presennol trwy fynychu hyfforddiant iaith Gymraeg staff a ariennir gan y cyngor. Gweithredir hyn os cyfyd angen am sgiliau Cymraeg yn y rôl.

Diogelu:

Mae Diogelu Plant ac Oedolion yn flaenoriaethau allweddol i'r Ysgol a'r Cyngor. Ein nod yw cefnogi plant ac oedolion sydd mewn perygl i fod mor ddiogel ag y gallant ac i gyflawni eu potensial. Chi sy'n gyfrifol am chwarae eich rhan mewn lles, diogelwch ac amddiffyn plant ac oedolion sy'n wynebu risg. Bydd gennych gyfrifoldeb i gymryd rhan mewn hyfforddiant i'r lefel briodol o ddiogelu a bydd gennych ddyletswydd i gyflawni eich cyfrifoldebau personol dros ddiogelu.

Yn ychwanegol:

Mae penodiad i'r swydd hon wedi'i eithrio o'r Ddeddf Adsefydlu Troseddwy ac yn amodol ar Wiriad Datgeliad Manwl a dau dystlythyr ysgrifenedig addas cyn penodi.

Mae'r awdurdod wedi ymrwymo i ddiogelu a hyrwyddo lles plant a phobl ifanc ac oedolion sydd mewn perygl o niwed ac mae'n disgwyl i bob gweithiwr a gwirfoddolwr rannu'r ymrwymiad hwn.

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

Mae'r awdurdod yn gweithredu Polisi Gweithle Di-fwg y mae'n ofynnol i bob gweithiwr gadw ato.



Manyleb Person

Gofynion	Pwysoli	Sut y caiff hyn ei brofi/defnyddio wrth lunio'r rhestr fer
1. Addysg/Cymwysterau/Gwybodaeth		
<ul style="list-style-type: none"> • CQSW; Diploma mewn Gwaith Cymdeithasol neu gymhwyster cyfatebol. 	U	Ffurflen gais
<ul style="list-style-type: none"> • Wedi'i gofrestru fel Gweithiwr Cymdeithasol gan Gofal Cymdeithasol Cymru 	U	Ffurflen gais
<ul style="list-style-type: none"> • Gwobr Ymarferydd Uwch C-PEL 	C	Ffurflen gais
<ul style="list-style-type: none"> • Gwybodaeth am ddeddfwriaeth, polisi a chanllawiau perthnasol mewn perthynas â gwaith cymdeithasol gweithredol yng Nghymru gan gynnwys Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014, Deddf Plant 1989 a 2004, Gweithdrefnau Diogelu Cymru 2019 	U	Ffurflen gais /Cyfweliad
<ul style="list-style-type: none"> • Gwybodaeth am ddeddfwriaeth, polisi a chanllawiau perthnasol mewn perthynas â maethu, gan gynnwys Deddf Rheoleiddio ac Arolygu Gofal Cymdeithasol (Cymru) 2016, Rheoliadau Paneli Maethu (Sefydlu a Swyddogaethau) (Cymru) 2018, Gwasanaethau Maethu Rheoleiddiedig (Darparwyr Gwasanaethau ac Unigolion Cyfrifol).) (Cymru) 2019 	U	Ffurflen gais /Cyfweliad
<ul style="list-style-type: none"> • Gwybodaeth a dealltwriaeth o ymchwil gyfredol mewn ymlyniad, datblygiad plant, trawma plentyndod cynnar a straen gwenwynig a'r effaith ar ddatblygiad plentyn. 	U	Ffurflen gais /Cyfweliad
<ul style="list-style-type: none"> • Dealltwriaeth o bwysigrwydd cefnogi'r rhwydwaith o amgylch y plentyn er mwyn hyrwyddo sefydlogrwydd lleoliad. 	U	Ffurflen gais /Cyfweliad
2. Profiad		
<ul style="list-style-type: none"> • Profiad gofal plant ôl-gymhwysol sylweddol o fewn tîm gwasanaethau plant statudol. 	C	Ffurflen gais /Cyfweliad
<ul style="list-style-type: none"> • Profiad o gynnal asesiadau ac ysgrifennu adroddiadau cymhleth ar gyfer amrywiaeth o gynulleidfaoedd 	U	Ffurflen gais /Cyfweliad
<ul style="list-style-type: none"> • Profiad o weithio mewn tîm maethu, cefnogi a goruchwyllo gofalwyr maeth a gofalwyr 		Ffurflen gais



<p>personau cysylltiedig, a chynnal asesiad o ofalwyr maeth a gofalwyr personau cysylltiedig</p> <ul style="list-style-type: none"> Gweithio mewn partneriaeth ag amrywiaeth o randdeiliaid gan gynnwys plant, eu teuluoedd, gofalwyr maeth, gweithwyr cymdeithasol mewn timau gwaith cymdeithasol eraill a gweithwyr proffesiynol mewn asiantaethau eraill. Profiad o fentora / goruchwylio eraill (gofalwyr maeth / myfyrwyr / gwirfoddolwyr / staff) Profiad o asesu angen ac asesu risg. Profiad o recriwtio gofalwyr maeth / staff / gwirfoddolwyr 	<p>C</p> <p>U</p> <p>C</p> <p>U</p> <p>C</p>	<p>/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 / Rhyngpersonol</p>		
<ul style="list-style-type: none"> Sgiliau cyfathrebu ysgrifenedig a llafar ardderchog gan gynnwys y gallu i ysgrifennu adroddiadau ac asesiadau i safon uchel. Y gallu i reoli gwrthdaro a'r sgiliau i adeiladu, hyrwyddo a chynnal perthnasoedd i hyrwyddo'r canlyniadau gorau i blant a phobl ifanc sy'n derbyn gofal Sgiliau negodi o ran gweithio gyda gofalwyr maeth, darparwyr llety â chymorth ac ymgeiswyr personau cysylltiedig. Y gallu i gael sgysiau heriol pan fo angen. 	<p>U</p> <p>U</p> <p>U</p> <p>U</p>	<p>Ffurflen gais /Cyfweliad</p> <p>Ffurflen gais /Cyfweliad</p> <p>Ffurflen gais /Cyfweliad</p> <p>Ffurflen gais /Cyfweliad</p>
<p>4. Doniau a Sgiliau</p>		
<ul style="list-style-type: none"> Y gallu i weithio'n hyblyg i ddiwallu anghenion y gwasanaeth, i weithio'n gefnogol gyda chydweithwyr a gyda gwerthoedd gwaith cymdeithasol cryf Gallu defnyddio cyfrifiaduron ac yn gallu defnyddio'r ystod lawn o gymwysiadau Microsoft Office, mynediad i'r rhynggrwyd gartref a'r gallu i weithio gartref pan fo angen. Y gallu i reoli blaenoriaethau cystadleuol a chwrdd â therfynau amser. 	<p>U</p> <p>U</p> <p>U</p>	<p>Ffurflen gais /Cyfweliad</p> <p>Ffurflen gais</p> <p>Ffurflen gais /Cyfweliad</p>



5. Cyfle Cyfartal		
<ul style="list-style-type: none">• Ymrwymiad i Gyfleoedd Cyfartal a pharodrwydd i gadw at Bolisi Cyfle Cyfartal y Cyngor, gan gynnwys ymgymryd â hyfforddiant ymwybyddiaeth cydraddoldeb priodol.• Ymwybyddiaeth o arfer gwrth-wahaniaethol a'r gallu i ddangos agwedd anfeirniadol	U U	Ffurflen gais /Cyfweliad Ffurflen gais /Cyfweliad
6. Amgylchiadau Arbennig		
<p>Efallai y bydd y rôl yn gofyn i chi weithio y tu allan i oriau swyddfa yn achlysurol, bydd hyn yn cynnwys bod yn rhan o rota ar alwad i redeg amser cymorth y tu allan i oriau ar gyfer gofaluwr maeth tua unwaith yr wythnos sy'n cynnwys gyda'r nos ac ar benwythnosau.</p> <p>Bydd penodiad i'r swydd hon yn amodol ar Wiriad Datgeliad Manwl gyda'r Swyddfa Cofnodion Troseddol</p>	U	

Os oes angen rhagor o wybodaeth arnoch am y swydd hon, cysylltwch â:
allisonwestlake@monmouthshire.gov.uk

Dyddiad Cau: 12pm ar 11/07/2024

Sylwch nad ydym yn gallu derbyn CV

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

Gellir cyflwyno ceisiadau yn Gymraeg neu Saesneg ac ni fydd cais a gyflwynir yn Gymraeg yn cael ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg.

Dylid dychwelyd ffurflenni cais papur wedi'u cwblhau i'r cyfeiriad a ganlyn:-
Gwasanaethau Pobl, Cyngor Sir Fynwy, Neuadd y Sir, Rhadyr, Brynbuga, Sir Fynwy, NP15 1GA



FFRAMWAITH SGILIAU YN Y GYMRAEG

LEFEL 1

Gall ddeall ymadroddion sylfaenol bob dydd os yw'r siaradwr yn siarad yn araf ac yn glir ac yn fodlon helpu. Gall gyflwyno ei hunan ac eraill a gall ofyn ac ateb cwestiynau am wybodaeth sylfaenol e.e. unigolyn yn gofyn am weld rhywun, ble mae cyfarfod xxx, toiled ac yn y blaen. Gall drosglwyddo galwadau ffôn, cyfleu neges fer neu wneud cais syml e.e. drwy e-bost.

DEALL	SIARAD	DARLLEN	YSGRIFENNU
<ul style="list-style-type: none"> ➤ Gall ddeall cwestiynau syml: lle mae cyfarfod xxx, pwy yw'r person y dymunant ei weld. Gall ddeall i bwy i drosglwyddo galwad ffôn ac yn y blaen. 	<ul style="list-style-type: none"> ➤ Gall ynganu enwau lleoedd ac enwau personol yn gywir. ➤ Gall gyfarch unigolion wyneb yn wyneb neu dros y ffôn. ➤ Gall agor a chau sgwrs neu agor a chau cyfarfod. 	<ul style="list-style-type: none"> ➤ Gall ddarllen brawddeg fer, e.e. arwyddion syml, cyfarwyddiadau syml, eitemau agenda, gwybodaeth syml ar ffurflenni. 	<ul style="list-style-type: none"> ➤ Gall agor a chau neges e-bost neu lythyr. ➤ Gall ysgrifennu enwau personol, enwau lleoedd, teitlau swyddi. ➤ Gall ysgrifennu neges syml i gydweithiwr ar bapur neu e-bost e.e. mae hwn a hon wedi galw.

LEFEL 2

Gall ddeall brawddegau pan mae pobl yn siarad am sefyllfaoedd bob dydd, e.e. gwybodaeth bersonol a theuluol syml. Gall gynnal sgwrs sylfaenol gyda rhywun i gael neu gyfnewid gwybodaeth syml, e.e. trafod sut mae person yn teimlo; rhywbeth a ddigwyddodd; cynllun syml ar gyfer y dyfodol. Gall ysgrifennu a deall negeseuon mewn llythyrau neu negeseuon e-bost yn disgrifio materion cyfarwydd ac ysgrifennu mewn brawddegau byr.

DEALL	SIARAD	DARLLEN	YSGRIFENNU
<ul style="list-style-type: none"> ➤ Gall ddeall pan mae pobl yn siarad yn araf am sefyllfaoedd bob dydd e.e. rhoi gwybodaeth bersonol, siarad am beth fuont yn ei wneud, yr hyn yr hoffent ei wneud, sut y teimlant yn gyffredinol ➤ Gall ddeall pan mae pobl yn gofyn iddynt wneud rhywbeth 	<ul style="list-style-type: none"> ➤ Gall gyfathrebu gwybodaeth syml neu ofyn cwestiynau cyffredin, e.e. cael gwybodaeth gan unigolion. ➤ Gall ddefnyddio'r Gymraeg i gyrraedd a dangos empathi gydag unigolyn ond dim i gynnal yr holl sgwrs neu sesiwn yn y Gymraeg. ➤ Gall gynnal sgwrs fer gydag unigolyn neu gyfnewid gwybodaeth cymharol syml. ➤ Gall gyfrannu at gyfarfod ond bydd angen troi i'r Saesneg ar gyfer termau arbenigol. 	<ul style="list-style-type: none"> ➤ Gall ddarllen negeseuon byr a rhai llythyrau neu negeseuon e-bost, e.e. rhai sy'n gwneud cais neu'n gofyn am gyfleu neges 	<ul style="list-style-type: none"> ➤ Gall ysgrifennu neges fer at gydweithiwr yn gofyn cwestiwn, yn diolch iddo/iddi, esbonio rhywbeth e.e. amser a lle cyfarfod ➤ Gall ysgrifennu llythyr neu neges e-bost byr i drefnu apwyntiad

LEFEL 3

Gall ddeall y prif bwyntiau pan mae unigolyn neu gydweithiwr yn siarad am bynciau cyfarwydd e.e. yn ystod sgwrs neu gyfarfod grŵp bach. Gall gynnal sgwrsiau estynedig gyda siaradwyr rhugl am bynciau cyfarwydd yn ymwneud â gwaith bob dydd. Gall ddisgrifio profiadau a digwyddiadau a rhoi esboniadau am a rhesymau cryno am farnau a chynlluniau. Gall ddarllen erthyglau, llythyrau neu negeseuon e-bost am bynciau cyffredinol. Gall ysgrifennu llythyrau neu negeseuon e-bost am y rhan fwyaf o bynciau, e.e. yn gofyn am rywbeth; rhoi gwybodaeth; gwahodd rhywun neu drefnu digwyddiad.

DEALL	SIARAD	DARLLEN	YSGRIFENNU
<ul style="list-style-type: none"> ➤ Gall ddeall unigolion a chydweithwyr wrth gyfnewid gwybodaeth neu drafod 	<ul style="list-style-type: none"> ➤ Gall gymryd rhan yn y rhan fwyaf o sgwrsiau gyda chydweithwyr am waith a 	<ul style="list-style-type: none"> ➤ Gall ddeall y rhan fwyaf o negeseuon e-bost neu lythyrau'n ymwneud â gwaith 	<ul style="list-style-type: none"> ➤ Gall ysgrifennu llythyr neu neges e-bost at unigolyn neu gydweithiwr am y rhan fwyaf



<p>cynlluniau, os yw'r pwnc yn gyfarwydd.</p> <ul style="list-style-type: none"> ➤ Gall ddeall trafodaeth mewn cyfarfod os yw'r pwnc yn gyfarwydd. ➤ Gall ddeall unigolion a chydweithwyr mewn sefyllfa gyfarwydd neu mewn sgwrs bob dydd. 	<p>chynlluniau os nad yw'r eirfa yn rhy dechnegol.</p> <ul style="list-style-type: none"> ➤ Gall gynnal sgwrs gydag unigolyn neu gyfnewid gwybodaeth cymharol syml. ➤ Gall gyfrannu at gyfarfod ond gall fod angen troi i'r Saesneg am dermau arbenigol. ➤ Gall addasu cywair iaith i weddu i'r gynulleidfa. 	<p>dydd i ddydd.</p> <ul style="list-style-type: none"> ➤ Gall ddyfalu ystyr gair yn seiliedig ar gyd-destun os yw'r pwnc yn gyfarwydd. ➤ Gall ddarllen erthygl syml a rhwydd mewn papurau newydd neu fathau o ddeunydd ysgrifenedig mewn cylchgrawn. 	<p>o bynciau er mwyn gofyn am rywbeth; rhoi esboniad; disgrifio profiad neu sefyllfa; gwahodd pobl neu drefnu digwyddiad.</p>
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LEFEL 4

Gall fel arfer ddilyn y rhan fwyaf o sgysiau neu drafodaethau, hyd yn oed ar bynciau anghyfarwydd. Gall siarad yn hyderus gyda siaradwyr rhugl am bynciau cyfarwydd yn ymwneud â gwaith, a mynegi barn, cymryd rhan mewn trafodaeth a siarad yn helaeth am bynciau cyffredinol e.e. mewn cyfarfodydd neu sefyllfaoedd un-i-un gydag unigolion. Gall ddeall y rhan fwyaf o ohebiaeth, erthyglau papur newydd ac adroddiadau a fwriedir ar gyfer siaradwyr rhugl gyda chymorth adnoddau Cymraeg a gall fwrw golwg dros destunau hir i ganfod manylion. Gall lenwi ffurflenni ac ysgrifennu adroddiadau'n ymwneud â gwaith ac ymateb yn gywir.

DEALL	SIARAD	DARLLEN	YSGRIFENNU
<ul style="list-style-type: none"> ➤ Gall ddilyn y rhan fwyaf o sgysiau a thrafodaethau gydag unigolion neu gydweithwyr hyd yn oed os yw'r deunydd pwnc yn anghyfarwydd. 	<ul style="list-style-type: none"> ➤ Gall gyfrannu'n effeithlon at gyfarfodydd mewnol ac allanol mewn cyd-destun gwaith. ➤ Gall sgwrsio'n gysurus gydag unigolion a chyfnewid gwybodaeth fel sydd angen. ➤ Gall ddadlau dros ac yn erbyn achos penodol. ➤ Gall gadeirio cyfarfodydd ac ateb cwestiynau o'r gadair yn hyderus. 	<ul style="list-style-type: none"> ➤ Gall ddarllen y rhan fwyaf ohebiaeth a bwrw golwg ar destunau hir i ganfod manylion. ➤ Gall ddeall y rhan fwyaf o erthyglau ac adroddiadau papur newydd gyda chymorth geiriadur. ➤ Gall ddeall testunau, os na ysgrifennwyd mewn dull ffurfiol iawn neu dafodieithol. 	<ul style="list-style-type: none"> ➤ Gall gynhyrchu gohebiaeth o bob math, adroddiadau byr, dogfennau a llenyddiaeth gyda chymorth offer cyfieithu Cymraeg e.e. Cysgair, Cysill.

LEFEL 5

Gall ddeall popeth a gaiff ei ddweud. Gall siarad yn helaeth am faterion cymhleth, gan gyflwyno gwybodaeth anodd a gall hwyluso a chrynhoi trafodaethau estynedig neu gymhleth. Gall grynhoi gwybodaeth o wahanol ffynonellau (yn llafar ac yn ysgrifenedig) a'i chyflwyno mewn modd cydlynus. Gall fynegi ei hunan yn fyrfyfyr, rhugl ac yn fanwl, gan addasu'r iaith i weddu i'r gynulleidfa.

DEALL	SIARAD	DARLLEN	YSGRIFENNU
<ul style="list-style-type: none"> ➤ Gall ddilyn pob sgwrs a thrafodaeth gydag unigolion neu gydweithwyr. ➤ Gall ddeall amwysedd a naws iaith. 	<ul style="list-style-type: none"> ➤ Gall fynegi ei hunan yn fanwl, hyd yn oed wrth drafod materion cymhleth ➤ Gall addasu arddull a chywair yr iaith i weddu i'r gynulleidfa. 	<ul style="list-style-type: none"> ➤ Gall ddarllen a deall bron bob testun ysgrifenedig heb anhawster, gan ddefnyddio geiriadur yn achlysurol. ➤ Gall ddarllen testunau hir i ganfod manylion perthnasol a gall ddeall y rhan fwyaf o fathau o ddeunydd ysgrifenedig. 	<ul style="list-style-type: none"> ➤ Gall ysgrifennu adroddiadau mewn arddull glir addas i'r darlennydd gyda chefnogaeth offer cymorth iaith electronig. ➤ Gall ysgrifennu Cymraeg ffurfiol neu anffurfiol yn ôl yr angen. ➤ Gall ysgrifennu ystod o ddogfennau yn gywir ac yn hyderus.



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