

Disgrifiad Swydd

Teitl y Swydd	Rheolwr Fferm / Tiwtor
Gwasanaeth	Dysgu Gydol Oes
Graddfa	12
Pwynt/iau Cyflog	SP 35 - 37
Cyflog	£46,142 – £48,226
Pwrpas y Swydd	Bydd y Rheolwr/Tiwtor Fferm yn gyfrifol am weithrediadau dyddiol fferm Llettytwppa, gan sicrhau arferion amaethyddol effeithlon a chynaliadwy. Rydym yn chwilio am Reolwr/Tiwtor Fferm profiadol a rhagweithiol iawn i fod yn gyfrifol am weithrediadau dyddiol fferm Llettytwppa. Mae'r swydd breswyl hon yn cynnig cyfle unigryw i fyw ar fferm sy'n gwbl weithredol a'i rheoli wrth gyfrannu'n ystyrlon at addysg amaethyddol yng Ngheredigion. Bydd y Rheolwr/Tiwtor Fferm yn gyfrifol am sicrhau arferion amaethyddol effeithlon a chynaliadwy, tra hefyd yn cefnogi a mentora dysgwyr mewn amgylchedd ymarferol. Cyfrifoldebau Allweddol: • Rheoli gweithrediadau fferm o ddydd i ddydd, gan gynnwys gofal cnydau a da byw. • Cynnal a rheoli offer a seilwaith fferm. • Goruchwyllo a mentora dysgwyr mewn gweithgareddau amaethyddol (damcaniaethol ac ymarferol). • Gweithredu a hyrwyddo ffermio cynaliadwy yn unol ag amcanion strategol y fferm y cytunwyd arnynt. • Cynllunio cyllid a chynhyrchiant i gynnal cynnydd y fferm yn erbyn paramedrau cyllideb. • Sicrhau cydymffurfiaeth â safonau iechyd, diogelwch a rheoleiddio. • Rheoli ymwneud y fferm â rheoliadau a chynlluniau cymorth perthnasol y Llywodraeth, fel y Cynllun Ffermio Cynaliadwy, a chydymffurfiaeth â nhw. • Cynllunio, datblygu a chyflwyno rhaglenni hyfforddi o ansawdd uchel i fodloni gofynion hyfforddi gwahanol sefydliadau dyfarnu ar gyfer Ysgolion, Hyfforddeiaethau a Phrentisiaethau.
Lleoliad Gwaith Cytundebol	Fferm Llettytwppa – Bydd y Rheolwr Fferm yn byw ar y fferm gan fod y rôl yn gofyn am oruchwyliaeth agos ac ymarferol o weithrediadau dyddiol a pharodrwydd i fod ar gael bob awr, yn enwedig yn ystod tymhorau prysur fel plannu a chynaeafu.

	Mae byw ar y fferm hefyd yn hwyluso ymwneud dwfn y rheolwr ag agweddau ffisegol a busnes y fferm, fel rheoli cnydau a da byw. Gofyniad i ymweld â safleoedd prosiect, safleoedd gwaith a lleoliadau eraill yn rheolaidd.
Oriau Gwaith	37
Math o Gytundeb	Llawn-amser
Hyd y Cytundeb	Parhaol
Teitl swydd y Rheolwr Llinell	Rheolwr Corfforaethol Dysgu Gydol Oes a Sgiliau
Cyfrifoldebau Goruchwyllo / Rheoli	Dim
Atebolrwydd	• Cydymffurfio â holl Bolisiâu a Gweithdrefnau Cyngor Sir Ceredigion a HCT. • Cyflawni'r holl ddyletswyddau yn unol â'r Polisi Iechyd a Diogelwch a chyflawni asesiadau risg pan fo hynny'n briodol. • Cydymffurfio â chyfrifoldebau unigol a chorfforaethol dan y Ddeddf Diogelu Data ac ar gyfer Diogelu Plant ac Oedolion Agored i Niwed. • Ymgymryd â'r cyfrifoldeb dros diwtora cwrs/personol a chynorthwyo gyda lles, arweiniad, cwnsela ac ymsefydlu dysgwyr, yn ôl y gofyn. • Goruchwyllo ac ymgymryd â'r cyfrifoldeb dros brosiectau ymarferol yn fewnol ac yn allanol i Llettytwppa ac ymweliadau â lleoliadau amgen.
Telerau Cytundebol sy'n Gysylltiedig â'r Swydd	Mae diogelu ac amddiffyn oedolion a phlant mewn perygl yn flaenoriaethau allweddol i ni. Ein nod yw cynorthwyo oedolion, plant a phobl ifanc sydd mewn perygl er mwyn sicrhau eu bod mor ddiogel ag y gallant fod. Rydym yn cydnabod eu hawl i gael eu diogelu a byddwn yn gweithredu i ddiogelu eu lles. Disgwylir i bob aelod o staff rannu'r ymrwymiad hwn a bydd gofyn i ni gael Archwiliad Estynedig gan y Gwasanaeth Datgelu a Gwahardd (DBS) cyn penodi rhywun i'r swydd hon. Bydd deiliad y swydd yn ymrwymo i Contract Meddiannaeth gyda'r Cyngor mewn perthynas â'u preswylfa yn Llettytwppa a fydd yn parhau am hyd cyflogaeth deiliad y swydd.
Dyletswyddau a chyfrifoldebau	
Rheoli Fferm: • Sicrhau cydymffurfiaeth barhaus â'r holl ddeddfwriaeth, polisiâu a gweithdrefnau gofynnol, gan gynnwys rheoliadau Llywodraeth Cymru. • Bod yn gyfrifol am holl weithrediadau'r fferm, gan gynnwys plannu a chynaeafu. • Gofalu am dda byw, gan sicrhau eu hiechyd, eu lles a'u cynhyrchiant.	

- Cynnal a chadw'r holl offer, adeiladau a seilwaith fferm i sicrhau gweithrediadau effeithlon a diogel.
- Gweithredu a hyrwyddo dulliau ffermio cynaliadwy sy'n gyfrifol am yr amgylchedd ar y fferm.
- Rheoli cyllidebau, adnoddau a rhestr eiddo fferm.
- Cynnal cofnodion cywir o weithgareddau a chynhyrchiant fferm.
- Sicrhau cydymffurfiaeth â rheoliadau iechyd a diogelwch.
- Rheoli'r fferm mewn ffordd sy'n dangos arfer gorau mewn rheolaeth amgylcheddol, gan weithio o fewn y Cynllun Ffermio Cynaliadwy, ac mewn ffordd sy'n cynyddu hyfywedd masnachol i'r eithaf.

Tiwtora ac Addysg:

- Datblygu a chyflwyno rhaglenni addysgol a gweithdai ar bynciau amaethyddol.
- Darparu sesiynau tiwtora unigol a grŵp i ddysgwyr.
- Goruchwylio a hyfforddi dysgwyr ar dasgau fferm dyddiol, gan ddarparu profiad ymarferol mewn lleoliad gwaith bywyd go iawn.
- Gweithio mewn partneriaeth ag ysgolion lleol a sefydliadau addysgol i hyrwyddo addysg amaethyddol.
- Cadw at y wybodaeth ddiweddaraf am yr ymchwil amaethyddol ac integreiddio gwybodaeth newydd i'r cwricwlwm.
- Cydlynu ag arbenigwyr allanol a siaradwyr gwadd i wella rhaglenni addysgol.
- Cynorthwyo wrth adnabod a dadansoddi anghenion dysgu a datblygu dysgwyr ar bob lefel a gweithio i sicrhau y bodlonir gofynion unigol a hyfforddiant.
- Asesu mewn ffordd weithredol, adolygu cynnydd a gwerthuso cyfleoedd dysgu a rhoi adborth adeiladol ac arweiniad er mwyn annog dysgu a gwella ansawdd y profiad dysgu i ddysgwyr.
- Cymryd cyfrifoldeb penodol dros ddarparu/cyd-ddarparu hyfforddiant Amaethyddiaeth/ Astudiaethau Tir i grwpiau penodol ar bob lefel.
- Darparu hyfforddiant mewn ffordd sy'n hyrwyddo cyfranogiad, cynhwysiant a chyfle cyfartal.
- Cydnabod natur dynamig dysgu a datblygu, a'r angen am ddull gweithredu hyblyg a rhagweithiol er mwyn ymgysylltu gydag unigolion a grwpiau mewn ffordd weithredol.
- Darparu gwybodaeth a chynghor ynghylch datrysiadau dysgu priodol a chynnig cymorth hyfforddi a mentora pan fo hynny'n briodol.
- Darparu hyfforddiant ymsefydlu i bob dysgwr newydd er mwyn sicrhau dealltwriaeth lawn o'r holl bolisiau a'r gweithdrefnau perthnasol.
- Paratoi, datblygu adnoddau hyfforddi a diweddarau cynnwys cyrsiau a deunyddiau ac aseiniadau er mwyn sicrhau eu bod yn berthnasol yn y sefyllfa ddysgu ac mewn mentrau cwricwlwm.
- Darparu gwybodaeth ddyddiol i staff gweinyddol am bresenoldeb/diffyg presenoldeb er mwyn sicrhau y caiff cofnodion eu diweddarau'n llawn at ddibenion mecanweithiau monitro ac adrodd.
- Cynrychioli'r llwybr Amaethyddiaeth/Astudiaethau Tir yn ystod cyfarfodydd mewnol ac allanol gan sicrhau bod yr holl gyflogwyr yn cael eu diweddarau am gynnydd dysgwyr.
- Gweithredu strategaethau addysgu effeithiol am amrywiaeth o gyrsiau a rhaglenni.
- Bod yn esiampl i ddysgwyr/myfyrwyr, gan eu hysbrydoli i gael diddordeb ym y maes cwricwlwm Amaethyddiaeth/Astudiaethau Tir.

- Sicrhau amgylchedd dysgu o ansawdd uchel o fewn y maes Amaethyddiaeth/ Astudiaethau Tir.
- Sicrhau bod pob dysgwr yn cael gweithgareddau cyfoethogi a gwasanaethau cymorth priodol.
- Cynnal gweithgareddau Dilysu Mewnol/Allanol a chydymffurfio gyda phrosesau a systemau ansawdd mewnol.
- Cydweithio gyda chydweithwyr i ddatblygu cyrsiau sy'n briodol er mwyn bodloni anghenion lleol, diwydiannol a masnachol.
- Cysylltu ag amrediad o asiantaethau yn ôl y gofyn, megis lleoliadau dysgwyr/cyflogwyr, gwasanaeth gyrfaedd ac ysgolion bwydo.
- Cymryd rhan weithredol yn y gweithgareddau marchnata a hyrwyddo.
- Cymryd rhan mewn Diwrnodau Agored a Nosweithiau Rhieni yn ôl y gofyn a chymryd rhan weithredol yn y broses o gyfweld a dethol darpar ddysgwyr.
- Rhoi adborth rheolaidd ac adeiladol i Reolwr y Tîm ar gyfer Sgiliau a Dysgu Galwedigaethol a rheolwyr eraill yn ôl y gofyn/yn dilyn cais.
- Gweithio gyda'r holl staff i sicrhau bod y Cyngor a'r LLS yn bodloni ei Nodau a'i Amcanion, safonau ansawdd a thargedau perfformio.
- Cadw cofrestrau a dogfennaeth gysylltiedig fanwl yn unol â gweithdrefnau.
- Llenwi a chynnal holl ddogfennaeth ategol pob dysgwr, fel y nodir gan y protocolau perthnasol sy'n ofynnol gan Lywodraeth Cymru ac LLS.
- Bodloni galwadau gweinyddol cyrff dilysu ac arholi.
- Sicrhau cyfle cyfartal wrth ddarparu gwasanaeth a chynnwys cyrsiau.
- Gweithredu fel llysgennad ar gyfer y Gwasanaeth Dysgu Gydol Oes a Sgiliau.
- Rhaid bod gennych chi fynediad i'ch cerbyd eich hun ac mae'n rhaid eich bod ar gael i weithio gyda'r hwyr yn ôl y gofyn ac i gydymffurfio â gofynion amserlen sy'n newid.
- Arwain trwy esiampl trwy ddefnyddio cyfarpar diogelu personol sy'n briodol i'r pwnc.
- Bod yn gyfrifol am ddefnydd diogel a chywir, a sicrhau gweithgarwch cynnal a chadw/storio diogel peiriannau, offer a deunyddiau traul/deunyddiau gwerthfawr (pan fo hynny'n berthnasol).
- Ni fwriedir i'r disgrifiad hwn bennu diffiniad llwyr o'r swydd, ond yn hytrach, amlinelliad o'r dyletswyddau.
- Fel un o amodau eich cyflogaeth, efallai y bydd gofyn i chi gyflawni dyletswyddau eraill y gallai fod yn rhesymol gofyn i chi eu cyflawni ac sy'n cyd-fynd â'r lefel/gradd o fewn Gwasanaeth Dysgu Gydol Oes a Sgiliau.

Cyfeirnod at Ddibenion Gwerthuso Swyddi

JD 1872

Manyleb y Person

Gofynion Hanfodol	
Cymwysterau Academaidd / Proffesiynol / Technegol / Galwedigaethol	- Gradd mewn Amaethyddiaeth, Addysg, neu faes cysylltiedig neu brofiad profedig mewn rheoli ffermydd a/neu addysg amaethyddol / cefndir amaethyddol. - Gwybodaeth gref am arferion ffermio cynaliadwy.
Sgiliau ieithyddol Cymraeg:	Rhaid i chi feddu ar y sgiliau ieithyddol canlynol pan fyddwch chi'n dechrau'r swydd. Gwrando a Siarad Lefel 4: Medru cyfrannu'n effeithiol mewn cyfarfodydd mewnol ac allanol yng nghyd-destun y pwnc gwaith. Medru deall gwahaniaethau cywair a thafodiaith. Medru dadlau o blaid ac yn erbyn achos penodol. Medru cadeirio cyfarfodydd ac ateb cwestiynau o'r Gadair yn hyderus. Medru rhoi cyflwyniadau yn rhugl ac yn hyderus yng nghyd-destun y pwnc gwaith. Sgiliau Darllen Lefel 3: Gallu deall y rhan fwyaf o adroddiadau, dogfennau a gohebiaeth y mae'n debygol o ddod ar eu traws yn ystod y gwaith. Sgiliau Ysgrifennu Lefel 3: Medru llunio negeseuon ac adroddiadau anffurfiol at ddefnydd mewnol.
Sgiliau ieithyddol Saesneg:	Rhaid i chi feddu ar y sgiliau ieithyddol canlynol pan fyddwch chi'n dechrau'r swydd. Gwrando a Siarad Lefel 5: Medru cyfrannu'n rhugl a hyderus yng nghyswllt pob agwedd ar y gwaith beunyddiol, gan gynnwys trafod a chynghori ar faterion technegol, arbenigol neu sensitif. Sgiliau Darllen Lefel 5: Gallu deall adroddiadau, dogfennau ac erthyglau y mae'n debygol o ddod ar eu traws yn ystod y gwaith, gan gynnwys cysyniadau cymhleth wedi'u mynegi yn nhermau astrus. Sgiliau Ysgrifennu Lefel 5: Medru llunio gohebiaeth fusnes, adroddiadau byr, negeseuon e-bost a llenyddiaeth hysbysrwydd i safon dderbyniol gyda chymorth cymhorthion iaith. Medru llunio nodiadau manwl tra'n cymryd rhan lawn mewn cyfarfod.

Sgiliau Ymarferol / Personol	• Ymrwymiad cryf i waith ymarferol ac addysg amaethyddol. • Profiad ymarferol helaeth mewn gweithrediadau ffermio amrywiol, gan gynnwys cynhyrchu cynydau a da byw. • Dealltwriaeth gref o dechnegau amaethyddol modern a chynaliadwy. • Sgiliau ymarferol rhagorol wrth weithredu a chynnal a chadw peiriannau fferm. • Hyfedredd wrth ddefnyddio meddalwedd ac offer rheoli fferm. • Y gallu i weithio'n annibynnol ac arwain trwy esiampl. • Sgiliau cyfathrebu a rhyngpersonol cryf i weithio'n effeithiol gyda dysgwyr a staff. • Brwdfrydedd gwirioneddol dros addysgu a rhannu gwybodaeth amaethyddol. • Trwydded yrru ddilys a'r gallu i weithredu peiriannau fferm. • Sgiliau cyflwyno rhagorol. • Yn gallu meithrin perthnasoedd gwaith effeithiol ac ymgysylltu dysgwyr. • Yn gallu creu amgylchedd dysgu cadarnhaol. • Sgiliau llafar/ysgrifenedig rhagorol. • Sgiliau rheoli amser rhagorol. • Sgiliau trefnu rhagorol. • Yn gallu dangos blaengaredd. • Dawn ym maes gwaith ymchwil. • Yn gallu rheoli eich amser yn effeithiol a blaenoriaethu eich llwyth gwaith. • Sgiliau TG rhagorol. • Y gallu i gyflwyno addysgu'n effeithiol i ddarparu ar gyfer gwahanol lefelau o allu.
Profiad Hanfodol	• Profiad masnachol / diwydiannol priodol sydd wedi'i brofi ac sy'n cyd-fynd ag anghenion y Diwydiant Sector heddiw.
Hyfforddiant/addysg y mae'n ofynnol eu cyflawni/mynd ati i'w cyflawni ar gyfer y swydd	• Cyflawni dysgu, hyfforddiant a datblygiad sy'n berthnasol i'r rôl. • Disgwylir i chi gwblhau'r holl raglenni hyfforddiant ac e-ddysgu gorfodol sy'n berthnasol i holl staff y Cyngor. • Cynnal sgiliau cyfredol mewn arfer hyfforddiant a darpariaeth.

Gofynion Dymunol	
Cymwysterau / Hyfforddiant	• Ardystiad mewn amaethyddiaeth gynaliadwy neu ffermio organig. • Dyfarniadau Asesydd D32 a D33 neu Ddyfarniad A1. • Dyfarniad Dilysydd Mewnol (IQA neu V1) Lefel 4.

	• Aelodaeth o gorff proffesiynol priodol e.e. Cyngor y Gweithlu Addysg.
Sgiliau Ymarferol / Personol	• Cymwysterau Iechyd a Diogelwch. • Dyfarniad Cymorth Cyntaf a CPR.

Job Description

Post Name	Farm Manager / Tutor
Service	Lifelong Learning
Grade	12
Spinal Point/s	SP 35 - 37
Salary	£46,142 – £48,226
Job Purpose	The Farm Manager/Tutor will be responsible for the daily operations of Llettytwppa farm, ensuring efficient and sustainable agricultural practices. We are seeking a highly experienced and proactive Farm Manager/Tutor to be responsible for the daily operations of Llettytwppa farm. This residential position offers an unique opportunity to live on and manage a fully operational farm while contributing meaningfully to agricultural education in Ceredigion. The Farm Manager/Tutor will be responsible for ensuring efficient and sustainable agricultural practices, whilst also supporting and mentoring learners in a practical, hands-on environment. Key Responsibilities: • Manage day-to-day farm operations, including crop and livestock care • Maintain and manage farm equipment and infrastructure • Supervise and mentor learners in agricultural activities (both theory and practical) • Implement and promote sustainable farming in line with the farm's agreed strategic objectives • Plan finances and production to maintain farm progress against budget parameters. • Ensure compliance with health, safety, and regulatory standards • Manage the farm's involvement with, and compliance with relevant Government regulation and support schemes, such as the Sustainable Farming Scheme • To plan, develop and deliver high quality training programmes to meet the training requirements of different awarding organisations for Schools, Traineeships and Apprenticeships.
Contractual Work Location/Base	Ffarm Llettytwppa - The Farm Manager will live on the farm as the role requires close, hands-on oversight of daily operations and a willingness to be

	available at all hours, especially during busy seasons like planting and harvesting. Living on the farm also facilitates the manager's deep involvement in both the physical and business aspects of the farm, such as managing crops and livestock. Requirement to visit project sites, work premises and other locations on a regular basis.
Hours of Work	37
Type of Contract	Full-time
Contract Duration	Permanent
Line Managers Job Title	Corporate Manager for Lifelong Learning and Skills
Supervisory/Managerial Responsibilities	None
Accountability	• To comply with all Ceredigion County Council and HCT Policies and Procedures. • To undertake all duties in line with the Health & Safety Policy and undertake risk assessments as appropriate. • To comply with individual and corporate responsibilities under the Data Protection Act and for Child Safeguarding and Vulnerable Adults. • To take responsibility for course/ personal tutorship and assist with the welfare, guidance, and induction of learners, as required. • To oversee and take responsibility for practical projects both internal and external to Llettytwppa and visits to alternative venues.
Contractual Terms Associated with the Post	Safeguarding and protecting adults and children at risk are key priorities for us. We aim to support adults, children and young people at risk to ensure they are as safe as they can possibly be. We acknowledge their right to protection and will take action to safeguard their welfare. Each member of staff and volunteer is expected to share this commitment, and we will require an Enhanced Check by the Disclosure and Barring Service (DBS) before appointing to this post. The post holder will enter into an Occupation Contract with the Council in relation to their residence at Llettytwppa which will subsist for the length of the post holder's employment.
Duties and Responsibilities	
Farm Management: • Ensure ongoing compliance with all required legislation, policies and procedures including Welsh Government regulations. • To be responsible for all farm operations, including planting and harvesting. • Care for livestock, ensuring their health, welfare, and productivity.	

- Maintain all farm equipment, buildings, and infrastructure to ensure efficient and safe operations.
- Implement and promote environmentally responsible and sustainable farming methods on the farm.
- Manage farm budgets, resources, and inventory.
- Maintain accurate records of farm activities and production.
- Ensure compliance with health and safety regulations.
- Manage the farm in a way that demonstrates best practice in environmental management, working within the Sustainable Farming Scheme, and in a way that maximises commercial viability.

Tutoring and Education:

- Develop and deliver educational programs and workshops on agricultural topics.
- Provide one-on-one and group tutoring sessions for learners.
- Supervise and train learners on daily farm tasks, providing practical experience in a real-life work setting.
- Work in partnership with local schools and educational institutions to promote agricultural education.
- Stay updated with the latest agricultural research and integrate new knowledge into the curriculum.
- Coordinate with external experts and guest speakers to enhance educational programs.
- To assist in the identification and analysis of the learning and development needs for learners of all levels and work to ensure that individual and training requirements are met.
- Actively assess, review progress and evaluate learning opportunities and provide constructive feedback and guidance to encourage learning and improve the quality of the learning experience for learners.
- To take specific responsibility for delivering/co delivery of Agriculture/ Land-Based Studies training for specific groups at all levels.
- To deliver training in a manner which promotes participation, inclusivity and equal opportunities.
- To recognise the dynamic nature of learning and development, and the need for flexible and proactive approach to actively engage with individuals and groups.
- Provide information and advice on appropriate learning solutions and offer coaching and mentoring support where appropriate.
- Deliver induction training for all new learners to ensure full understanding of all relevant policies and procedures.
- To prepare, develop training resources and update course content and materials and assignments to ensure relevance in the learning situation and curriculum initiatives.
- Provide daily information to administrative staff on attendances/non attendances to ensure records are fully updated for the purpose of monitoring and reporting mechanisms.

- To represent the Agriculture/ Land-Based Studies route at internal and external meetings ensuring all employers are updated on progress of learners.
- To implement effective teaching strategies on a variety of courses and programmes.
- Be a role model for learners, inspiring them to be actively interested in curriculum area of Agriculture/ Land-Based Studies.
- Ensuring a high-quality learning environment within the Agriculture/ Land-Based Studies area.
- To ensure that all learners receive appropriate enrichment activities and support services.
- To carry out Internal/External Verification activities and comply with the internal quality systems and processes.
- To work with colleagues to develop courses as appropriate to meet local, industrial and commercial needs.
- To liaise with a range of agencies as required, such as learner placements/employers, career service and feeder schools.
- To actively participate in the marketing and promotional activities.
- To participate in Open Days and Parents Evenings as requested and to actively participate in the interview and selection process of prospective learners.
- To provide regular and constructive feedback to the Team Manager for Vocational Learning and Skills and other managers as required/ requested.
- To work with all staff to ensure that the Council and the Lifelong Learning and Skills Service meet its Aims and Objectives, quality standards and performance targets.
- To maintain accurate registers and associated documentation in line with procedures.
- To complete and maintain all learners supporting documentation as stipulated by the relevant protocols required by the Welsh Government and Lifelong Learning and Skills Service
- To meet the administrative demands of validating and examining bodies.
- To ensure equality of opportunity in service delivery and course content.
- To act as an ambassador for Lifelong Learning and Skills Service.
- Must have access to own vehicle and be available to work evenings if required and to comply with changing timetable requirements.
- Lead by example in the use of personal protective equipment appropriate to the subject.
- To be responsible for the safe and proper use of, ensure maintenance/safe secure storage of high value machinery, equipment and consumables/materials (if relevant).
- This description is not intended to establish a total definition of the job, but an outline of the duties.
- As a term of your employment, you may be required to undertake such other duties as may reasonably be required of you commensurate with your grade/level in Lifelong Learning and Skills Service.

Job Evaluation Post Ref

JD 1872

Person Specification

Essential Requirements	
Academic / Professional / Technical / Vocational Qualifications	- Degree in Agriculture, Education, or a related field or proven experience in farm management and/or agricultural education / agricultural background. - Strong knowledge of sustainable farming practices.
Welsh Linguistic Skills:	You must possess the following linguistic skills when you start the position. Listening & Speaking Level 4: Can contribute effectively to internal and external meetings in the context of the job area. Can understand differences in language and dialect. Can argue for or against a specific case. Can chair meetings and answer questions confidently from the Chair. Can give presentations fluently and confidently in the context of the job area. Reading Skills Level 3: Can understand most reports, documents and correspondence he/she is likely to encounter during his/her work. Writing Skills Level 3: Can write informal messages and reports for internal use.
English Linguistic Skills:	You must possess the following linguistic skills when you start the position. Listening & Speaking Level 5: Can contribute fluently and confidently in relation to all aspects of day-to-day work, including discussing and advising upon technical, specialist or sensitive matters. Reading Skills Level 5: Can understand reports, documents and articles he/she is likely to read during his/her work, including complicated concepts expressed in abstruse terms. Writing Skills Level 5: Can write business correspondence, short reports, e-mail messages and information literature to an acceptable standard with the assistance of language tools. Can write detailed notes in a meeting whilst contributing fully.

Practical and personal skills	• A strong commitment to hands-on work and agricultural education. • Extensive practical experience in diverse farming operations, including crop production and livestock. • A strong understanding of modern and sustainable agricultural techniques. • Excellent practical skills in operating and maintaining farm machinery. • Proficiency in using farm management software and tools. • The ability to work independently and lead by example. • Strong communication and interpersonal skills to work effectively with learners and staff. • A genuine enthusiasm for teaching and sharing agricultural knowledge. • Valid driver's license and ability to operate farm machinery. • Excellent presentation skills. • Ability to develop effective working relationships and engage learners. • Ability to create a positive learning environment. • Excellent oral/written skills. • Excellent time management skills. • Good organisational skills. • Able to use and take initiative. • Aptitude for research. • Manage own time effectively and prioritise own workload. • Excellent IT skills. • Ability to deliver teaching effectively to accommodate different levels of ability.
Required Experience	• Appropriate industry / commercial experience that is proven and up to date with the needs of today's Sector Industry.
Training/education required to be undertaken for the post/worked towards	• Undertake learning, training and development relevant to the role. • Will be expected to complete all mandatory training and e-learning programmes applicable to all Council staff. • Maintain currency in training practice and delivery.

Desirable Requirements	
Qualifications / Training	• Certification in sustainable agriculture or organic farming.

	• Assessor Awards D32 & D33 or A1 Award. • Internal Verifier Award (IQA or V1) Level 4. • Membership of an appropriate professional body e.g. Education Workforce Council.
Practical / Personal Skills	• Health and Safety qualifications. • First Aid and CPR certification.