Disgrifiad Swydd

Teitl y Swydd	Seicolegydd Addysg
Gwasanaeth	Ysgolion, Gydol Oes a Diwilliant
Graddfa	Soulbury Scale A
Pwynt/iau Cyflog	3 - 8 (+3 SPA os yn gymwys)
Cyflog	£49,215 - £59,809 y flwyddyn
Pwrpas y Swydd	Darparu amrediad llawn o ddyletswyddau fel Seicolegydd Addysg cymwys.
Lleoliad Gwaith Cytundebol	Canolfan Rheidol, Aberystwyth
Oriau Gwaith	37 awr
Math o Gytundeb	Llawn-amser
Hyd y Cytundeb	Parhaol
Teitl swydd y Rheolwr Llinell	Prif Seicolegydd Addysg
Cyfrifoldebau Goruchwylio / Rheoli	Dim yn berthnasol
Atebolrwydd	Bod yn broffesiynol ac yn weithredol gyfrifol i'r Prif Seicolegydd Addysg sydd, yn ei thro, yn gyfrifol i Reolwr Corfforaethol Gwasanaeath Cynhwysiant, ADY a Lles am reoli'r Gwasanaeth Seicoleg Addysg.
Telerau Cytundebol sy'n Gysylltiedig â'r Swydd	I barhau i gadw'r safonau moesol sy'n hanfodol ar gyfer bod yn gofrestredig gyda'r HCPC. Mae diogelu ac amddiffyn oedolion mewn perygl a phlant yn flaenoriaethau allweddol i ni. Ein nod yw cefnogi oedolion mewn perygl, plant a phobl ifanc er mwyn sicrhau eu bod mor ddiogel ag y gallant fod. Rydym yn cydnabod eu hawl i gael eu diogelu a byddant yn cymryd camau i ddiogelu eu lles. Disgwylir i bob aelod o staff a gwirfoddolwr rannu'r ymrwymiad hwn, a bydd arnom angen Gwiriad Manylach gan y Gwasanaeth Datgelu a Gwahardd (DBS), y Swyddfa Cofnodion Troseddol gynt cyn penodi i'r sywydd hon.

Dyletswyddau a chyfrifoldebau	
• Bod yn gyfrifol am ddarparu amrediad llawn o wasanaethau seicolegol o fewn Sir Ceredigion. • Darparu gwasanaeth ymgynghorol i blant, rhieni ac ysgolion mewn perthynas â nifer o strategaethau ataliol/ymyraethol. • Adolygu'r plant a'r bobl ifanc hynny sy'n meddu ar anghenion addysg arbennig ac a osodwyd mewn darpariaeth cyn-ysgol, y brif ffrwd neu ysgol breswyl arbennig. • Trefnu a chymryd rhan mewn hyfforddiant-mewn-swydd a gynigir gan y Gwasanaeth Seicoleg Addysg i ysgolion ac asiantaethau eraill sy'n ymwneud â phlant a phobl ifanc. • Cyfrannu at unrhyw fentrau gwaith prosiect o fewn y Gwasanaethau. • Cydweithio'n glòs ag asiantaethau perthnasol o fewn a thu allan yr Adran Addysg. • Mynychu cyfarfodydd rheolaidd y Staff Seicoleg Addysg a chyfrannu at weithgorau perthnasol o fewn a thu allan y gwasanaeth. • Mynychu cynadleddau achos ar blant sy'n wybyddus i'r Gwasanaeth neu gynrychioli'r Adran Addysg yn y cyfryw gynadleddau. • Mynychu a / neu drefnu cyfarfodydd perthnasol o'r Panel Derbyn mewn canolfannau arbennig/ ysgolion ayyb. • Unrhyw ddyletswyddau eraill ar gais y Swyddog Arweiniol Corfforaethol sy'n briodol i Seicolegydd Addysg.	
Cyfeirnod at Ddibenion Gwerthuso Swyddi	Soulbury

Manyleb y Person

Gofynion Hanfodol	
Cymwysterau Academaidd / Proffesiynol / Technegol / Galwedigaethol	• Sail raddedig am gofrestru gyda'r BPS • Gradd Meistr neu Ddoethuriaeth mewn Seicoleg Addysg • Yn gymwys ar gyfer cofrestru gyda'r HCPC
Sgiliau Ieithyddol Cymraeg:	Bydd angen y sgiliau ieithyddol canlynol o fewn 2 flynedd i'r penodiad. **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 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	• Y galluA i gymhwyso Seicoleg • Sgiliau rhyngbersonol gwych • Sgiliau cyfathrebu gwych ar lafar ac yn ysgrifenedig

	• Y gallu i weithio yn annibynnol ac fel aelod o dîm • Person brwdfrydig a hyblyg ei ffordd
Profiad Hanfodol	• Gwaith gyda phlant a phobl ifanc mewn lleoliadau addysgol • Gwaith gyda phlant a phobl ifanc gydag anghenion dysgu ychwanegol • Gwaith gydag amrywiaeth o bobl broffesiynol eraill
Hyfforddiant/addysg y mae'n ofynnol eu cyflawni/mynd ati i'w cyflawni ar gyfer y swydd	Datblygiad Proffesiynol Parhaus

Gofynion Dymunol	
Cymwysterau / Hyfforddiant	Trwydded yrru lawn y DU, neu'r gallu i deithio'n annibynnol, yn hyblyg ac ar fyr rybudd i ddiwallu anghenion y gwasanaeth.
Sgiliau Ymarferol / Personol	Y gallu i fod yn hyblyg o ran ardal gwaith o fewn Ceredigion.

Job Description

Post Name	Educational Psychologist
Service	Schools, Lifelong Learning & Culture
Grade	Soulbury Scale A
Spinal Point/s	3 - 8 (+3 SPA if applicable)
Salary	£49,215 - £59,809 per annum
Job Purpose	To undertake the full range of duties of a qualified Educational Psychologist
Contractual Work Location/Base	Canolfan Rheidol, Aberystwyth
Hours of Work	37 hours
Type of Contract	Full-time
Contract Duration	Permanent
Line Managers Job Title	Principal Educational Psychologist
Supervisory/Managerial Responsibilities	None
Accountability	To be professionally and operationally responsible to the Principal Educational Psychologist, who is, in turn, responsible to the Cooperate Manager for ALN, Inclusion and Wellbeing
Contractual Terms Associated with the Post	To maintain the ethical standards essential for continued registration with the HCPC. Safeguarding and protecting adults at risk and children are key priorities for us. We aim to support adults at risk, children and young people 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), formerly CRB before appointing to this post.

Duties and Responsibilities	
• To work with colleagues in the Educational Psychology Service, within the LEA, to provide an effective and efficient EPS in Ceredigion • To provide a consultative service, as appropriate, to children, parents and schools in respect of various preventative/intervention strategies. • To review those children and young people with special educational needs placed in pre-school, mainstream and residential special school provision. • To participate in in-service training offered by the Educational Psychology Service to schools and other agencies involved with children and young people. • To contribute to any project work initiatives within the Services. • To collaborate closely with relevant agencies within and outside the Education Department. • To attend regular Educational Psychology Staff meetings and to contribute to relevant working parties within and outside the service. • To attend case conferences on children known to the Service or to represent the Education Department at such conference. • To attend and / or organise relevant Admission Panel meetings in specialist resource bases/schools etc. • Any other duties which the Corporate Lead Officer requests as being appropriate for an Educational Psychologist.	
Job Evaluation Post Ref	Soulbury

Person Specification

Essential Requirements	
Academic / Professional / Technical / Vocational Qualifications	• Graduate basis for registration with the BPS. • A Masters degree or Doctoral Qualification in Educational Psychology • Qualified for HCPC registration
Welsh Linguistic Skills:	The following linguistic skills will be required within 2 years of appointment. **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.
English Linguistic Skills:	You must posses 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	• Ability to apply Psychology • Excellent interpersonal skills • Excellent oral and written communication skills • Ability to work on own initiative and as part of a team • Enthusiastic and flexible in approach
Required Experience	• Work with children and young people in educational settings

	• Work with children and young people with additional learning needs • Work with a variety of professionals
Training/education required to be undertaken for the post/worked towards	Ongoing CPD

Desirable Requirements	
Qualifications / Training	Full UK Driver's Licence or the ability to travel independently, flexibly, and at short notice to meet service needs.
Practical / Personal Skills	Ability to be flexible in the geographical area of work within Ceredigion