Disgrifiad o'r Swydd

Teitl y Swydd	Athro Arbenigol
Manylion y Swydd	Parhaol Dyddiad cychwyn: 1 Medi, 2026 16.25 awr
Maes Gwasanaeth	Ysgolion, Dysgu Gydol Oes a Diwylliant
Graddfa SCP a chyflog – yn amodol ar Werthuso Swyddi	Amherthnasol
Pwrpas y Swydd	Mae Llywodraethwyr Ysgol Llwyn yr Eos yn awyddus i benodi athro arbenigol ymroddgar ac ysbrydoledig i arwain yn y Ganolfan Adnoddau Arbenigol
Lleoliad	ALC 1 (Dolffiniaid) Ysgol Llwyn yr Eos
Oriau Gwaith	16.25 awr
Math o Gontract	Parhaol
Hyd y Contract	Parhaol
Teitl Swydd y Rheolwr Llinell Uniongyrchol	Y Pennaeth a dan oruchwyliaeth yr Awdurdod Lleol
	Bydd yr Athro Arbenigol yn gweithio dan gyfarwyddyd Pennaeth a CADY yr ysgol. Mae'r Ganolfan yn darparu ar gyfer disgyblion yn y Cyfnod Sylfaen sydd ag anawsterau lleferydd ac iaith penodol. Mae'r Ganolfan yn cynnig lleoliad gofalgar gyda mynediad llawn at weithgareddau dysgu sydd wedi'u gwahaniaethu'n addas i gwrdd ag anghenion disgyblion unigol. Mae gan bob disgybl fynediad at raglenni sydd wedi'u teilwra'n arbennig i gwrdd â'i anghenion unigol. Caiff disgyblion eu hintegreiddio i addysg brif ffrwd pan fo'n briodol. Bydd yr Athro Arbenigol yn gallu rhoi gwersi ardderchog ac mi fydd ganddo/ganddi y gallu i greu perthnasoedd ystyrlon, ac ysbrydoli disgyblion gydag anawsterau difrifol. Bydd y Ganolfan Adnoddau Arbenigol yn gweithio mewn ffordd hyblyg i fodloni anghenion disgyblion yng Ngheredigion.
Pwrpas/Amcan y rôl:	

	Gweithio gyda CADY yr ysgol ac asiantaethau ategol i ddatblygu cyfleuster Cyfnod Sylfaen a fydd yn cwrdd ag anghenion disgyblion gydag anawsterau lleferydd ac iaith penodol yng Ngheredigion. Darparu Cwricwlwm priodol ar draws y Cyfnod Sylfaen a chynllunio a chyflenwi cwricwlwm sydd wedi'i addasu a'i wahaniaethu yn unol ag anghenion yr unigolyn. Hyrwyddo cyfleoedd addysg dwyieithog. Cynorthwyo a gwneud trefniadau priodol i ddisgyblion gael mynediad at wersi prif ffrwd a chyfleoedd i ryngweithio'n gymdeithasol fel bo'n briodol. Hyrwyddo ethos positif o fewn y Ganolfan lle mae pob unigolyn yn cael ei werthfawrogi a'i barchu.
Bydd y prif ddyletswyddau yn cynnwys:	
Cyfrifoldebau:	Ymgymryd â chyfrifoldeb dros y Ganolfan o ddydd i ddydd. Addysgu o ddydd i ddydd ac addysgu disgyblion y Ganolfan. Trefnu rhaglenni integreiddio effeithiol ar gyfer disgyblion yn unol â'u hanghenion unigol. Arwain a gweithio gyda staff i ddarparu rhaglenni priodol a monitro ansawdd y ddarpariaeth. Hyrwyddo a chynnal ethos gofalgar lle gall disgyblion ddatblygu'r sgiliau angenrheidiol i allu rhyngweithio'n gymdeithasol ag eraill. Darparu profiad addysgol llawn a chymorth i bob disgybl sy'n defnyddio'r Ganolfan, yn Gymraeg a Saesneg. Cymryd rhan flaenllaw yn y broses o ddatblygu rhaglenni gwaith priodol, yn Gymraeg a Saesneg, a fydd yn ddigon hyblyg i fodloni anghenion pob disgybl sy'n defnyddio'r Ganolfan.
Dysgu ac Addysgu (Darparu Cwricwlwm)	Cadw at yr holl bolisïau a gweithdrefnau sy'n gysylltiedig ag addysg y disgyblion sydd yn y Ganolfan a chyfrannu at ddatblygiad pellach y ddarpariaeth. Addysgu disgyblion ac arwain eraill i addysgu yn unol ag anghenion addysgol yr unigolyn, yn Gymraeg a Saesneg. Gweithio ar y cyd ag asiantaethau eraill mewn perthynas ag anghenion addysgol yr unigolyn. Sicrhau bod gwersi'n cael eu cynllunio a'u gwahaniaethu'n briodol i ganiatáu i bob disgybl gyrraedd ei botensial.

	Sefydlu perthynas waith bwrpasol gyda disgyblion a'u hannog i fod â disgwyliadau uchel. Darparu profiadau dysgu ardderchog i bob disgybl, sy'n bodloni safonau'r Awdurdod Lleol a safonau ansawdd allanol. Cydweithio a pharatoi a diweddaru deunydd pwnc ar gyfer pob disgybl, gan gynnwys deunydd i'w helpu i integreiddio i wersi prif ffrwd. Defnyddio amryw o ddulliau cyflawni gwahanol sy'n briodol ar gyfer anghenion disgyblion. Datblygu cyfleoedd Sgiliau Allweddol disgyblion a hwyluso defnydd o TGCh i wella profiadau dysgu ac addysgu o fewn y Ganolfan, a bodloni gofynion y Fframwaith Cymhwysedd Digidol lle bo'n briodol.
Asesu:	Rhoi gweithdrefnau asesu priodol ar waith a monitro cynnydd pob disgybl trwy gydol ei amser yn y Ganolfan, yn unol â chyfarwyddiadau'r CADY. Cynorthwyo disgyblion i fwrw targedau penodol fel y'u hamlinellir yn eu Cynlluniau Datblygu Unigol. Asesu, cofnodi ac adrodd ar bresenoldeb, cynnydd, datblygiad a chyrhaeddiad pob disgybl, a chadw cofnodion fel bo angen. Darparu, neu gyfrannu at asesiadau llafar ac ysgrifenedig, adroddiadau a chyfeiriadau mewn perthynas â disgyblion unigol a grwpiau o ddisgyblion fel bo angen, yn Gymraeg a Saesneg. Marcio a darparu adborth ysgrifenedig/llafar ac adborth diagnostig fel bo'n ofynnol. Adrodd i rieni ar gynnydd disgyblion bob tymor. Ymgymryd â rôl weithredol yn cyfrannu at, ac yn arwain Cyfarfodydd Adolygu sy'n Canolbwyntio ar Unigolion, gan gynnwys creu canlyniadau ar gyfer disgyblion. Cwblhau gwaith papur hanfodol yn dilyn Adolygiadau sy'n Canolbwyntio ar Unigolion, a gweithio gyda'r Awdurdod Lleol i greu Cynlluniau Datblygu Unigol ar gyfer disgyblion. Creu a diwygio Proffiliau Un Tudalen ar gyfer disgyblion i adlewyrchu eu hanghenion trwy gydol y flwyddyn.
Cyfathrebu:	Cynorthwyo disgyblion i integreiddio i addysg brif ffrwd. Cynorthwyo gyda'r broses bontio fel fo'n briodol.

	Gweithio'n agos â chydweithwyr yn yr ysgol brif ffrwd, arwain athrawon lleoliadau adnoddau ADY o fewn Ceredigion, y Gwasanaeth Seicoleg Addysgol, yr Adran Therapi Lleferydd ac Iaith, Pediatregwyr, y Tîm Plant Anabl, Gwasanaethau Cymdeithasol, rhieni a gofalwyr ac eraill i hyrwyddo pecyn gofal cyflawn i gefnogi disgyblion sy'n mynychu'r Ganolfan. Y gallu i gyfathrebu a chydweithio'n agos â rhieni a gwarcheidwaid, yn Gymraeg a Saesneg. Cynnal a mynychu cyfarfodydd yn iaith cartref y disgybl. Y gallu i weithio'n annibynnol ac fel rhan o dîm. Rheoli'n uniongyrchol ac arwain Cynorthwywyr Dysgu o fewn y Ganolfan.
Datblygiad Personol:	Cymryd rhan a chyfrannu at raglen datblygu staff y Ganolfan drwy gyfranogi yn y trefniadau ar gyfer hyfforddiant pellach a datblygiad proffesiynol. Parhau gyda datblygiad personol yn y meysydd perthnasol gan gynnwys gwybodaeth o'r pwnc a dulliau addysgu. Cymryd rhan flaenllaw yn y broses Adolygu Rheoli Perfformiad. Sicrhau bod cymorth ystafell ddosbarth yn cael ei ddefnyddio'n effeithiol/effeithlon. Gweithio fel aelod o dîm dynodedig a chyfrannu'n bositif at berthnasoedd gwaith effeithiol o fewn yr ysgol.
Dyletswyddau Penodol Eraill:	Diogelu lles pob disgybl sy'n defnyddio'r Ganolfan. Sicrhau bod pawb yn gyfarwydd â'r gweithrefnau Diogelu ac Amddiffyn Plant ac yn cadw atynt. Cyflawni gwaith gweithiwr allweddol fel bo'n ofynnol. Chwarae rhan lawn ym mywyd y Ganolfan a chymuned yr ysgol i gefnogi ei chenhadaeth a'i hethos unigryw ac i annog staff a disgyblion i ddilyn yr esiampl hon. Parhau gyda datblygiad personol fel y cytunwyd. Cydymffurfio â pholisi iechyd a diogelwch y cyfleuster a dilyn canllawiau asesu risg fel bo'n briodol.
Atebolrwydd	Pennaeth

Manyleb Person

Cymwysterau academaidd / proffesiynol / technegol / galwedigaethol (gan gynnwys Lefel y cymhwyster) gofynnol ar gyfer y swydd	Athro Arbenigol Cymwysedig Cymhwyster/Gradd Berthnasol Sgiliau ysgrifennu a chyflwyno ardderchog			
Lefel sgiliau ieithyddol gofynnol ar gyfer y swydd. **(Gweler y canllawiau ar ceri | net)**	Gweler y tabl isod.			
	Gwrando/ Siarad	**Darllen**	**Ysgrifennu**	
Saesneg (Lefelau Fframwaith ALTE)	5	5	5	**Hanfodol**
Cymraeg (Lefelau Fframwaith ALTE)	5	5	5	**Hanfodol**
Sgiliau ymarferol/personol gofynnol ar gyfer y swydd.	Mae hon yn hysbyseb ar gyfer Athro Arbenigol yng Nghanolfan Adnoddau Arbenigol Iaith Babanod Ysgol Llwyn yr Eos. Bydd yn ofynnol bod yr ymgeisydd llwyddiannus: Yn rhugl yn Gymraeg a Saesneg, ac yn meddu ar sgiliau ysgrifenedig a llafar ardderchog. Yn unigolyn diwyd, hunan-ddibynnol, trefnus, egnïol a dyfeisgar. Yn meddu ar agwedd bositif a’r gallu i flaenoriaethu. Yn gallu arwain a sefydlu perthynas broffesiynol dda â staff, disgyblion, rhieni, a grwpiau eraill. Yn cymryd rhan ym mywyd ehangach yr ysgol. Yn gallu arwain a gweithio’n effeithiol fel aelod o dîm. Yn meddu ar sgiliau rhyngbersonol ardderchog. Yn gallu ysgogi disgyblion i gyrraedd eu potensial. Yn meddu ar sgiliau trefnu a gweinyddu da.			
Profiad gofynnol ar gyfer y swydd	Profiad o gydweithio â disgyblion yn y Cyfnod Sylfaen sydd ag anawsterau lleferydd ac iaith penodol. Athro ardderchog sy’n gallu ysbrydoli staff a disgyblion. Defnydd hyderus o dechnoleg gwybodaeth a chyfathrebu.			

Hyfforddiant/addysg y mae'n ofynnol ei gyflawni/gweithio tuag ato ar gyfer y swydd	Cyfranogi yn y rhaglen datblygu staff drwy fod yn rhan o'r trefniadau ar gyfer hyfforddiant pellach a datblygiad proffesiynol. Parhau gyda datblygiad personol gan gynnwys gwybodaeth am y meysydd dysgu, a dulliau dysgu ac addysgu. Ymrwymiad cadarn i broses Rheoli Performiad yr ysgol.
Sgiliau/Cymwysterau Dymunol	Y gallu i gydweithio â CADY yr ysgol ac asiantaethau ategol i ddatblygu cyfleuster Cyfnod Sylfaen a fydd yn cwrdd ag anghenion disgyblion gydag anawsterau lleferydd ac iaith penodol yng Ngheredigion. Darparu Cwricwlwm priodol ar draws y Cyfnod Sylfaen a chynllunio a chyflenwi cwricwlwm sydd wedi'i addasu a'i wahaniaethu yn unol ag anghenion yr unigolyn. Hyrwyddo cyfleoedd addysg dwyieithog. Cynorthwyo a gwneud trefniadau priodol i ddisgyblion gael mynediad at wersi prif ffrwd a chyfleoedd i ryngweithio'n gymdeithasol fel bo'n briodol. Hyrwyddo ethos positif o fewn y ganolfan lle mae pob unigolyn yn cael ei werthfawrogi a'i barchu.

Job Description

Post Name	Specialist Teacher
Job Evaluation Post No	Permanent Start date: September 1st, 2026. 16.25 Hrs.
Service Area	Schools, Lifelong Learning and Culture
Grade SCP and salary – subject to Job Evaluation	N/A
Job Purpose	The Governors at Ysgol Llwyn yr Eos are keen to appoint a dedicated and inspiring specialist teacher who will lead in the specialist resource base.
Location	ALC 1 (Dolphins) Ysgol Llwyn yr Eos
Hours of Work	16.25 Hrs.
Type of Contract	Permanent
Length of Contract	Permanent
Immediate Line Managers job title	Headteacher and under the supervision of the LA.
	The Specialist Teacher will work under the direction of the Head teacher and ALNCo at the school. The SRC caters for pupils in Foundation Phase who have specific speech and language difficulties. The SRC offers a caring location with full access to learning activities which will be suitably differentiated to the individual needs of the pupils. Each pupil has access to individually tailored programs to meet his/her needs. Pupils are integrated into mainstream education when appropriate. The Specialist Teacher will be able to teach excellent lessons and will have the ability to create meaningful relationships and inspire pupils with severe difficulties. The SRC will work flexibly to meet the needs of pupils in Ceredigion.

Purpose/Objective of role:	To work with the school's ALNCO and supporting agencies to develop a Foundation Phase facility that will meet the needs of pupils with specific speech and language difficulties in Ceredigion. To deliver an appropriate Curriculum across the Foundation Phase and to plan and deliver a modified and differentiated curriculum according to the needs of the individual. To promote bilingual educational opportunities. To support and make appropriate arrangements for pupils to access mainstream lessons and opportunities for social interaction as appropriate. To promote a positive ethos within the centre where all individuals are valued and respected.
The main duties will include:	
Responsibilities:	Take day-to-day responsibility of the SRC. Day-to-day teaching and teaching of the Centre's pupils. Arrange effective integration programs for the pupils according to their individual needs. Lead and work with staff to provide appropriate programmes and monitor the quality of the provision. Promote and maintain a caring ethos where pupils can develop the necessary skills to be able to interact socially with others. Provide full educational experience and support for all pupils using the Canolfan, in Welsh and English. Actively participate in the development of appropriate programmes of work, in Welsh and English, which will meet flexibly with the needs of all pupils using the Centre.
Teaching and Learning (Curriculum Provision)	Adhere to all the policies and procedures associated with the education of pupils within the Centre and contribute to the further development of the provision. Teaching pupils and leading others in teaching according to the individual's educational needs, in Welsh and English. Work collaboratively with other agencies regarding individual educational needs.

	Ensure that lessons are appropriately planned and differentiated to allow all pupils to reach their potential. Establish a purposeful working relationship with the pupils and encourage them to have high expectations. Provide excellent learning experience for all pupils, which meet LA standards and external quality standards. Collaborate and prepare and update subject material for all pupils including material to support integration into mainstream lessons. Use a variety of delivery methods appropriate to pupils' needs. Develop pupils' Key Skills opportunities and facilitate the use of ICT to improve learning and teaching experiences within the Center and meet the requirements of the digital competence framework where appropriate.
Assessment:	Implement appropriate assessment procedures and monitor progress for all pupils, throughout their time at the Centre, according to the instructions of the ALNCO. Assist pupils to meet specific targets as outlined in their Individual Development Plans. Assess, record and report on the attendance, progress, development, and attainment of each pupil, and keep records, as necessary. Provide, or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils as required, in Welsh and English. Mark and provide written / verbal feedback and diagnostic feedback as required. Report on pupils' progress to parents on a termly basis. Take an active role in contributing to and leading Person-Centred Review Meetings, including creating pupil outcomes. Complete essential paperwork following Person Centred Reviews and work with the Local Authority to create new IDPs for pupils. Create and amend One Page Profile Pupils to reflect pupil's needs throughout the year.
Communication:	Support pupils to integrate into mainstream education.

	Assist with the transition process as appropriate. Work closely with colleagues in the mainstream school, lead teachers of ALN resource bases within Ceredigion, the Educational Psychology Service, the Speech and Language Therapy Department, Pediatricians, the Children's Disability Team, Social Services, parents and carers and others to promote a complete care package to support pupils who attend the Centre. Ability to communicate and collaborate closely with parents and guardians, in Welsh and English. Hold and attend meetings in the pupil's home language. Ability to work independently and as part of a team. Directly manage and lead Teaching Assistants within the Centre.
Personal Development:	To take part and contribute to the centres staff development programme by participating in arrangements for further training and professional development. To continue personal development in the relevant areas including subject knowledge and teaching methods. To engage actively in the Performance Management Review process. To ensure the effective/efficient deployment of classroom support. To work as a member of a designated team and to contribute positively to effective working relations within the school.
Other Specific Duties:	Safeguarding the welfare of all pupils accessing the SRC. To ensure that Safeguarding and Child Protection procedures and known and adhered to. To fulfil the work of a key worker as required. To play a full part in the life of the SRC and school's community, to support its distinctive mission and ethos and to encourage staff and pupils to follow this example. To continue personal development as agreed. To comply with the facilities' health and safety policy and follow risk assessment guidelines as appropriate.
Accountability	Headteacher

Person Specification

The Academic / professional / Technical / vocational qualifications (including qualification Level) required for the post	Qualified Specialist Teacher. Relevant Qualification/Degree. Excellent writing and presentation skills.			
Linguistic skills level required for the post. **(Please refer to guidance on ceri | net)**	See table below.			
	Listening/ Speaking	**Reading**	**Writing**	
English (ALTE Framework Levels)	5	5	5	**Essential**
Welsh (ALTE Framework Levels)	5	5	5	**Essential**
Practical/personal skills required for the post.	This is an advertisement for a Specialist Teacher in the Infant Language SRC at Ysgol Llwyn yr Eos School. A successful applicant is required to: Be fluent in both Welsh and English having excellent written and oral skills. Be diligent, self-reliant, organised, energetic and innovative individual. Have a positive attitude and the ability to prioritise. Can lead and establish a good professional relationship with staff, pupils, parents, and other groups. be involved in wider school life. Can lead and work effectively as a member of a team. I have excellent interpersonal skills. It can motivate pupils to achieve their potential. Have good organisational and administration skills.			
Experience required for the post	Experience of collaborating with pupils in the Foundation Phase who have specific speech and language difficulties. An excellent teacher who can inspire staff and pupils. Confident use of information and communication technology.			

Training/education required to be undertaken for the post/worked towards	Participate in the staff development programme by being part of the arrangements for further training and professional development. Continue with personal development including information about the areas of learning, teaching, and learning methods. Actively committed to the school's Performance Management process.
Desirable Skills/Qualifications	To be able to collaborate with the school’s ALNCO and supporting agencies to develop a Foundation Phase facility that will meet the needs of pupils with specific speech and language difficulties in Ceredigion. To deliver an appropriate Curriculum across the Foundation Phase and to plan and deliver a modified and differentiated curriculum according to the needs of the individual. To promote bilingual educational opportunities. To support and make appropriate arrangements for pupils to access mainstream lessons and opportunities for social interaction as appropriate. To promote a positive ethos within the centre where all individuals are valued and respected.