

Disgrifiad Swydd

Teitl y Swydd	Cydlynnydd Amddifadedd a Heriau Gwledig
Gwasanaeth	Ysgolion
Graddfa	Soulbury 8
Pwynt/iau Cyflog	Hyd at 3 pwynt SPA
Cyflog	£52,761
Pwrpas y Swydd	<ul style="list-style-type: none"> Sicrhau bod strategaethau effeithiol a llwyddiannus ar waith i gefnogi disgyblion sy'n gymwys i gael Prydau Ysgol Am Ddim. Rheoli a gwerthuso effaith y Grant Datblygu Disgyblion. Sicrhau bod strategaethau, gwybodaeth ac ymchwil cyfredol yn cael eu rhannu a'u hegluro mewn modd amserol i ysgolion ar y dulliau mwyaf effeithiol o gefnogi disgyblion difreintiedig. Sicrhau bod egwyddorion tegwch yn llywio gwaith polisi a strategaeth. Sicrhau bod dealltwriaeth a gwybodaeth am nodweddion effaith tlodi gwledig yn cael eu rhannu gan greu ac arwain at strategaeth tlodi gwledig. Gweithio gyda thimau addysg ac ysgolion ledled Ceredigion. Ymgysylltu â chydweithwyr yn Llywodraeth Cymru i helpu i lunio cymorth i blant a phobl ifanc sy'n byw mewn tlodi. Helpu ysgolion, lleoliadau, a'r awdurdod lleol i ddeall cymhlethdodau tlodi, ei effaith ar bobl ifanc, a sut nad yw hyn yn aml yn gyfyngedig i ddisgyblion sy'n gymwys i gael prydau ysgol am ddim.
Lleoliad Gwaith Cytundebol	Canolfan Rheidol, Aberystwyth
Oriau Gwaith	37 awr yr wythnos
Math o Gytundeb	Llawn-amser
Hyd y Cytundeb	Cyfnod Penodedig
Teitl swydd y Rheolwr Llinell	Rheolwr Corfforaethol ar gyfer ADY, Cynhwysiant a Lles
Cyfrifoldebau Goruchwyllo / Rheoli	Rheolaeth linell Swyddogion Ymgysylltu â Theuluoedd a Rheolwr Partneriaeth Cymunedol
Atebolrwydd	Rheolwr Corfforaethol Anghenion Dysgu Ychwanegol, Cynhwysiant a Lles
Telerau Cytundebol sy'n Gysylltiedig â'r Swydd	<p>Mae'r swydd yn amodol ar wiriad Manylach DBS ar gyfer Plant, gan gynnwys gwiriad yn erbyn y Rhestr Waharddedig i Blant.</p> <p>Bydd angen i ddeiliad y swydd allu teithio i wahanol leoliadau ledled y sir ar fyr rybudd, gan ddefnyddio cludiant personol, i ymateb yn brydlon i anghenion y gwasanaeth.</p>

Dyletswyddau a chyfrifoldebau

Gofynion:

- Sicrhau bod strategaethau effeithiol ar waith i gefnogi disgyblion sy'n profi anfantais, gan gynnwys y rhai sy'n gymwys i gael prydau ysgol am ddim, gan weithio'n agos gydag ysgolion i nodi'r angen a gwella canlyniadau.
- Rheoli, monitro a gwerthuso effaith y Grant Datblygu Disgyblion, gan gefnogi ysgolion i ddangos defnydd effeithiol ac effaith barhaus.
- Sicrhau bod strategaethau, gwybodaeth ac ymchwil cyfredol yn cael eu rhannu a'u hegluro mewn modd amserol i ysgolion ar y dulliau mwyaf effeithiol o gefnogi disgyblion difreintiedig.
- Sicrhau bod egwyddorion tegwch yn llywio datblygu polisi a strategaeth ar lefel ysgol ac awdurdod lleol.
- Cymerwch rôl flaenllaw wrth gynyddu dealltwriaeth o dlodi gwledig a datblygu strategaeth tlodi gwledig wedi'i llywio gan dystiolaeth leol ac ysgolion.
- Gweithio ar y cyd â thimau addysg ac ysgolion ledled Ceredigion i gefnogi disgyblion sy'n profi anfantais.
- Llinell rheoli'r Swyddogion Ymgysylltu â Theuluoedd a Phartneriaeth Gymunedol, gan sicrhau cysylltiadau cryf rhwng ysgolion, teuluoedd a chymunedau.
- Ymgysylltu â Llywodraeth Cymru i helpu i lunio cymorth i blant a phobl ifanc sy'n byw mewn tlodi yn y dyfodol.
- Cefnogi ysgolion a lleoliadau i ddeall natur ehangach a chymhleth tlodi, gan gynnwys anfantais y tu hwnt i gymhwysedd Prydau Ysgol Am Ddim.
- Cydweithio â gwasanaethau eraill ar draws y Cyngor ac i fod yn bwynt cyswllt mewn perthynas â thlodi a thlodi gwledig.

Cyfeirnod at Ddibenion Gwerthuso Swyddi

Amherthnasol

Manyleb Person

Gofynion Hanfodol	
Cymwysterau Academaidd / Proffesiynol / Technegol / Galwedigaethol	Addysg safon gradd
Sgiliau leithyddol Cymraeg:	<p>Rhaid i chi feddu ar y sgiliau ieithyddol canlynol pan fyddwch chi'n dechrau'r swydd.</p> <p>Gwranddo 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.</p> <p>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.</p> <p>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.</p>
Sgiliau leithyddol Saesneg:	<p>Rhaid i chi feddu ar y sgiliau ieithyddol canlynol pan fyddwch chi'n dechrau'r swydd.</p> <p>Gwranddo 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.</p> <p>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.</p> <p>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.</p>
Sgiliau Ymarferol / Personol	<ul style="list-style-type: none"> • Lefel uchel o sgiliau llafar ac ysgrifenedig rhyngpersonol yn ogystal â sgiliau cyfathrebu. • Sgiliau cyflwyno a thrafod. • Sgiliau dwyieithog da. • Lefel uchel o rifedd a llythrennedd.

	<ul style="list-style-type: none"> • Gallu rhwydweithio mewn ffordd broffesiynol a chyfeillgar ag aelodau o'r cyhoedd a sefydliadau partner. • Sgiliau ar gyfer adeiladu partneriaeth waith effeithiol ac ymrwymiad clir i weithio mewn partneriaeth. • Dealltwriaeth o'r datblygiadau diweddaraf ym maes addysg. • Y gallu i weithio'n hyblyg, naill ai'n unigol neu fel rhan o dîm yn unol â gofynion y sefyllfa. • Dull gofalus, manwl a threfnus o weithio. • Gallu casglu, dehongli a dadansoddi gwybodaeth. • Gallu rhesymu a datrys materion mewn modd dadansoddol. • Gallu goruchwyllo gwasanaethau a staff yn effeithiol. • Gallu cyfathrebu a chyflwyno gwybodaeth i'w chynnwys mewn adroddiadau strategol. • Lefel uchel o broffesiynoldeb. • Dibynadwy, gonest a phrydlon. • Brwdfrydig, ymroddedig a chydwybodol. • Gallu rheoli amser yn effeithiol, ac i drefnu a blaenoriaethu llwythi gwaith o fewn terfynau amser penodol. • Bod yn hyblyg wrth ddiwallu anghenion amrywiol y gwasanaeth. • Gallu mynychu cyfarfodydd a chyrsiau yn ôl yr angen. • Gallu defnyddio TGCh yn effeithiol.
<p>Profiad Hanfodol</p>	<ul style="list-style-type: none"> • Profiad arweinyddiaeth blaenorol. • Profiad o gyfrannu gwybodaeth at gynllunio strategol. • Profiad o ddarparu data a gwybodaeth i'w dadansoddi ar lefel rheolaeth.

	<ul style="list-style-type: none"> • Profiad o gefnogi gwelliannau o fewn sefydliad. • Profiad o arwain a rheoli timau o staff. • Profiad o ddatblygu Polisiâu a Gweithdrefnau priodol.
Hyfforddiant/addysg y mae'n ofynnol eu cyflawni/mynd ati i'w cyflawni ar gyfer y swydd	Parodrwydd i ymgymryd â Datblygiad Proffesiynol Parhaus perthnasol. Rhaglen ddatblygu yn ôl yr angen.

Gofynion Dymunol	
Cymwysterau / Hyfforddiant	
Sgiliau Ymarferol / Personol	Profiad blaenorol o weithio ym maes difreintedd.

Job Description

Post Name	Deprivation and Rural Challenges Coordinator
Service	Schools Service
Grade	Soulbury 8
Spinal Point/s	Up to 3 SPA points
Salary	£52,761
Job Purpose	<ul style="list-style-type: none"> • Ensure that there are effective and successful strategies to support pupils eligible for Free School Meals. • Manage and evaluate the impact of the Pupil Development Grant. • Ensure that up-to-date strategies, information and research are shared and explained in a timely manner to schools on the most effective methods of supporting disadvantaged pupils. • Ensure that equity principles guide policy and strategy work. • Ensure that understanding and knowledge of the characteristics of the impact of rural poverty is shared creating and leading to a rural poverty strategy. • Work with education teams and schools across Ceredigion. • Engage with colleagues at Welsh Government to help shape future support for children and young people living in poverty. • Help schools, settings, and the local authority to understand the complexities of poverty, its impact on young people, and how this is often not limited to pupils eligible for free school meals.
Contractual Work Location/Base	Canolfan Rheidol, Aberystwyth
Hours of Work	37 hours a week
Type of Contract	Full-time
Contract Duration	Fixed Term
Line Managers Job Title	Corporate Manager for ALN, Inclusion and Wellbeing
Supervisory/Managerial Responsibilities	Line management of Family Engagement Officers and Community Partnership Manager
Accountability	Corporate Manager for ALN, Inclusion and Wellbeing
Contractual Terms Associated with the Post	<p>This post is subject to an Enhanced Child DBS check, including a check against the Children's Barred List.</p> <p>Using their own travel arrangements, the postholder must be able to attend locations across the county at very short notice, in order to respond promptly to operational and service demands.</p>

Duties and Responsibilities

Requirements:

- Ensure effective strategies are in place to support pupils experiencing disadvantage, including those eligible for Free School Meals, working closely with schools to identify need and improve outcomes.
- Manage, monitor and evaluate the impact of the Pupil Development Grant, supporting schools to demonstrate effective use and sustained impact.
- Ensure that up-to-date strategies, information and research are shared and explained in a timely manner to schools on the most effective methods of supporting disadvantaged pupils.
- Ensure equity principles inform policy and strategy development at school and local authority level.
- Take a leading role in increasing understanding of rural poverty and develop a rural poverty strategy informed by local and school-based evidence.
- Work collaboratively with education teams and schools across Ceredigion to support pupils experiencing disadvantage.
- Line manage the Family Engagement and Community Partnership Officers, ensuring strong links between schools, families and communities.
- Engage with Welsh Government to help shape future support for children and young people living in poverty.
- Support schools and settings to understand the wider and complex nature of poverty, including disadvantage beyond Free School Meals eligibility.
- Collaborate with other services areas across the Council and be a point of contact in relation to poverty and rural poverty.

Job Evaluation Post Ref

Not applicable

Person Specification

Essential Requirements	
Academic / Professional / Technical / Vocational Qualifications	Degree standard education
Welsh Linguistic Skills:	<p>You must possess the following linguistic skills when you start the position.</p> <p>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.</p> <p>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.</p> <p>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.</p>
English Linguistic Skills:	<p>You must possess the following linguistic skills when you start the position.</p> <p>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.</p> <p>Reading Skills Level 1: Can understand short reports on familiar matters, if these 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.</p> <p>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.</p>
Practical and personal skills	<ul style="list-style-type: none"> • High level of interpersonal oral and written skills as well as communication skills. • Presentation and discussion skills. • Good bilingual skills. • High level of numeracy and literacy.

	<ul style="list-style-type: none"> • Be able to network in a professional and friendly manner with members of the public and partner organisations. • Skills for building an effective working partnership and a clear commitment to partnership working. • Understanding of the latest developments in the field of education. • Sufficiently flexible to work either as an individual or as part of a team in accordance with the requirements of the situation. • Careful, detailed and orderly approach. • Be able to collect, interpret and analyse information. • Be able to reason and solve issues in an analytical manner. • Be able to oversee services and staff effectively. • Be able to communicate and present information for inclusion in strategic reports. • High level of professionalism. • Reliable, honest and punctual. • Enthusiastic, committed and conscientious. • Be able to manage time effectively, and to organise and prioritise workloads within set deadlines. • Be flexible in meeting the diverse needs of the service. • Be able to attend meetings and courses as necessary. • Be able to use ICT effectively
<p>Required Experience</p>	<ul style="list-style-type: none"> • Previous leadership experience. • Experience of contributing information to strategic planning. • Experience of supplying data and information for analysis at management level.

	<ul style="list-style-type: none"> • Experience of supporting improvements within an organisation. • Experience of successfully leading and managing teams of Staff. • Experience of developing appropriate Policies and Procedures
Training/education required to be undertaken for the post/worked towards	Willingness to undertake a relevant Continuing Professional Development programme as required

Desirable Requirements	
Qualifications / Training	
Practical / Personal Skills	Previous experience of working within the field of deprivation