

## Disgrifiad Swydd

<b>Teitl y Swydd</b>	Swyddog Hyfforddiant – Gofal Cymdeithasol
<b>Gwasanaeth</b>	Pobl a Threfniadaeth
<b>Graddfa</b>	Gradd 10
<b>Pwynt/iau Cyflog</b>	28-30
<b>Cyflog</b>	£39,152 - £40,777
<b>Pwrpas y Swydd</b>	<p>Cynllunio, datblygu a chyflwyno rhaglenni hyfforddiant sy'n bodloni gofynion hyfforddi statudol ac anghenion dysgu a datblygu gweithlu gofal cymdeithasol/gwaith cymdeithasol mewnol ac allanol.</p> <p>Gweithio mewn partneriaeth ag awdurdodau lleol eraill a darparwyr hyfforddiant i gynnig datrysiadau hyfforddiant sy'n galluogi staff gofal cymdeithasol/gwaith cymdeithasol i gydymffurfio â'r Cod Ymarfer Proffesiynol, gofynion cofrestru Gofal Cymdeithasol Cymru a chyflawni eu hamcanion eu hunain ac amcanion y sefydliad.</p> <p>Cyfrannu at strategaethau a fydd yn galluogi'r Gwasanaeth Pobl a Threfniadaeth i fodloni gofynion Cynllun Gweithlu'r Cyngor, Amcanion Llesiant Corfforaethol a blaenoriaethau Rhaglen Gweithlu Gofal Cymdeithasol Cymru (SCWWDP).</p> <p>Cydlynu Cynllun Gweithiwr Cymdeithasol dan Hyfforddiant y Cyngor.</p>
<b>Lleoliad Gwaith Cytundebol</b>	Penmorfa
<b>Oriau Gwaith</b>	37 awr yr wythnos (ystyrir rhannu swydd neu weithio rhan-amser)
<b>Math o Gytundeb</b>	Llawn-amser
<b>Hyd y Cytundeb</b>	Parhaol
<b>Teitl swydd y Rheolwr Llinell</b>	Uwch Swyddog Dysgu a Datblygu
<b>Cyfrifoldebau Goruchwyllo / Rheoli</b>	Ddim yn berthnasol
<b>Atebolrwydd</b>	Gweithio o fewn y Tîm Dysgu a Datblygu sydd wedi'i leoli o fewn Gwasanaeth Pobl a Threfniadaeth y Cyngor.
<b>Telerau Cytundebol sy'n Gysylltiedig â'r Swydd</b>	

## Dyletswyddau a chyfrifoldebau

Cynorthwyo i nodi a dadansoddi anghenion dysgu a datblygu staff gofal cymdeithasol/gwaith cymdeithasol ar wahanol lefelau a gweithio i sicrhau bod gofynion hyfforddi unigol a statudol yn cael eu bodloni.

Gweithio yn unol â gofynion Rhaglen Datblygu'r Gweithlu Gofal Cymdeithasol Cymru (SCWWDP) a gofynion grant SCWWDP.

Dylunio rhaglenni dysgu a datblygu a hwyluso dysgu gydag unigolion a grwpiau gan gynnwys myfyrwyr graddedig gwaith cymdeithasol a gweithwyr cymdeithasol sydd newydd gymhwyso.

Hyrwyddo a chynnal y Cod Ymarfer Proffesiynol ar gyfer Gweithwyr Gofal Cymdeithasol, Gweithwyr Cymdeithasol a'r holl staff perthnasol eraill.

Adolygu cynnydd yn weithredol a gwerthuso cyfleoedd dysgu a ddarperir er mwyn sicrhau gwelliant parhaus ac elw o'r buddsoddiad.

Ymgymryd â digwyddiadau Hyfforddi'r Hyfforddwr ar ran y Cyngor a chynllunio a chyflwyno rhaglenni hyfforddiant dilynol.

Cymryd cyfrifoldeb penodol dros gyflwyno/cyd-gyflwyno hyfforddiant i grwpiau penodol gan gynnwys staff gofal cymdeithasol mewnol ac allanol, aelodau etholedig, y rhai a gyflogir gan y Cyngor a'r rhai sy'n gweithio yn y trydydd sector, y sector preifat, elusenol neu wirfoddolwyr.

Cyflwyno hyfforddiant mewn modd sy'n hyrwyddo cyfranogiad, cynhwysiant a chyfleoedd cyfartal.

Defnyddio system Dysgu a Datblygu Ceri i hyrwyddo cyfleoedd hyfforddi ac i gynnal cofnodion hyfforddi staff.

Cefnogi gwaith y tîm dysgu a datblygu gan ddefnyddio prosesau sydd wedi'u sefydlu eisoes e.e. Panel Cymwysterau Corfforaethol a recriwtio dysgwyr ar gyfer rhaglenni/cymwysterau penodol.

Cysylltu â staff (mewnol ac allanol) a all gyfrannu at hyfforddiant a datblygu perthynas waith cadarnhaol gyda asiantaethau eraill i wella'r ffordd y cyflwynir hyfforddiant.

Bod yn ymwybodol o fframweithiau cymwysterau lechyd a Gofal Cymdeithasol perthnasol, Datblygiad Proffesiynol Parhaus ac Addysg a Dysgu (CPEL) ar gyfer gweithwyr cymdeithasol a darparu cymorth, lle bo'n briodol, i staff sy'n ymgymryd â chymwysterau.

Darparu gwybodaeth i'r Rheolwr Dysgu a Datblygu i gynorthwyo â chynhyrchu adroddiadau a dogfennau eraill.

Darparu gwybodaeth a chynngor ar datrysiadau dysgu priodol a chynnig cymorth hyfforddiant a mentora i fyfyrwyr gwaith cymdeithasol a gweithwyr cymdeithasol sydd newydd gymhwyso.

Datblygu adnoddau hyfforddi, gan gynnwys cyflwyniadau Pwerbwynt a nodiadau, gan ddefnyddio gwybodaeth ac ymchwil bersonol.

Hyrwyddo'r defnydd o e-ddysgu ar draws y sefydliad.

Dyfeisio datrysiadau dysgu a datblygu i gefnogi datblygiad proffesiynol parhaus (DPP) gweithlu a sefydliadau gofal cymdeithasol.

Gweithio gyda cholegau lleol, prifysgolion a gweithwyr iechyd proffesiynol i nodi cyfleoedd hyfforddi.

Gweithio o fewn polisïau'r Cyngor, polisïau Llywodraeth Cymru a deddfwriaeth er mwyn bodloni gofynion statudol.

Darparu gwybodaeth i staff gweinyddol am bresenoldeb/absenoldeb mewn digwyddiadau hyfforddi er mwyn sicrhau bod cofnodion a phroffiliau hyfforddi staff yn cael eu cadw'n gyfredol at ddibenion monitro ac adrodd.

Meddu ar wybodaeth am bolisïau a deddfwriaeth leol, ranbarthol a chenedlaethol sy'n effeithio ar gyflwyno hyfforddiant e.e. gweithdrefnau diogelu plant ac oedolion, Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru), Deddf Llesiant Cenedlaethau'r Dyfodol, Deddf Trais yn erbyn Menywod, Cam-drin Domestig a Thrais Rhywiol ac ati.

Gweithio ar y cyd â'r Rheolwr Dysgu a Datblygu i gynghori ar a chefnogi Cynllun Gweithiwr Cymdeithasol dan Hyfforddiant y Cyngor.

Gweithio gyda chydweithwyr i gynllunio dyraniad lleoliadau myfyrwyr gwaith cymdeithasol.

Ymgymryd â rôl Addysgwr Ymarfer ar gyfer myfyrwyr gwaith cymdeithasol.

Asesu, goruchwylio a monitro perfformiad myfyrwyr gwaith cymdeithasol.

Gwneud penderfyniadau proffesiynol sy'n seiliedig ar dystiolaeth ynghylch cymhwysedd myfyrwyr gwaith cymdeithasol, mynd i'r afael â thanberfformiad a datblygu cynlluniau gwella yn ôl yr angen.

Cynrychioli Cyngor Sir Ceredigion mewn cyfarfodydd partneriaeth, rhanbarthol a chenedlaethol gyda Phrifysgolion, sefydliadau eraill a Gofal Cymdeithasol Cymru.

Arwain ar gynllunio, cyflwyno a gweithredu'r fframwaith hyfforddiant Diogelu.

Dylunio a chyflwyno hyfforddiant pwrpasol mewn ymateb i gamau gweithredu gan Is-grwpiau Hyfforddi Diogelu Canolbarth a Gorllewin Cymru, adolygiadau ymarfer plant ac oedolion ac adolygiadau ac adroddiadau cenedlaethol.

Hyrwyddo a chynnal diogelwch gwybodaeth a chyfrinachedd yn unol â deddfwriaeth, polisïau a gweithdrefnau'r Cyngor.

Cymryd cyfrifoldeb dros ddatblygiad proffesiynol parhaus personol a chynnal ymwybyddiaeth o flaenoriaethau gweithlu'r Cyngor.

Ymgymryd ag unrhyw waith ychwanegol a ystyrir yn briodol i natur y swydd.

# Manyleb y Person

Gofynion Hanfodol	
<p><b>Cymwysterau Academaidd / Proffesiynol / Technegol / Galwedigaethol</b></p>	<p>Cymhwyster cydnabyddedig mewn Gofal Cymdeithasol/Gwaith Cymdeithasol: CSS/CQSW/Diploma mewn Gwaith Cymdeithasol/Gradd mewn Gwaith Cymdeithasol ac o leiaf 4 blynedd o brofiad ar ôl cymhwyso</p> <p>Cymhwyster hyfforddi cydnabyddedig mewn addysg oedolion e.e. Tystysgrif Addysgu City &amp; Guilds, PTTLS neu gymhwyster cyfatebol i Lefel 3</p> <p>Cymhwyster Athro/Addysgwr Ymarfer Gwaith Cymdeithasol</p>
<p><b>Sgiliau Ieithyddol Cymraeg:</b></p>	<p><b>Rhaid i chi feddu ar y sgiliau ieithyddol canlynol pan fyddwch chi'n dechrau'r swydd. / Bydd angen y sgiliau ieithyddol canlynol o fewn 2 flynedd i'r penodiad.</b></p> <p><b>Gwranddo a Siarad</b>  <b>Lefel 3:</b> Medru deall a chymryd rhan yn y rhan fwyaf o sgysiau arferol o ddydd i ddydd yn y swyddfa. Medru cynnig cyngor i'r cyhoedd ar faterion cyffredinol mewn perthynas a'r swydd, er yn gorfod troi i Saesneg ar gyfer termau technegol neu arbenigol. Medru cyfrannu i gyfarfod neu gyflwyniad ar faterion cyffredinol mewn perthynas a'r swydd, er yn gorfod troi i Saesneg ar gyfer termau technegol neu arbenigol.</p> <p><b>Sgiliau Darllen</b>  <b>Lefel 3:</b> Gallu deall y rhan fwyaf o adroddiadau, dogfennau a gohebiaeth y mae'n debygol o ddod ar eu traws yn ystod y gwaith.</p> <p><b>Sgiliau Ysgrifennu</b>  <b>Lefel 3:</b> Medru llunio negeseuon ac adroddiadau anffurfiol at ddefnydd mewnol.</p>
<p><b>Sgiliau Ieithyddol Saesneg:</b></p>	<p><b>Rhaid i chi feddu ar y sgiliau ieithyddol canlynol pan fyddwch chi'n dechrau'r swydd. / Bydd angen y sgiliau ieithyddol canlynol o fewn 2 flynedd i'r penodiad.</b></p> <p><b>Gwranddo a Siarad</b>  <b>Lefel 5:</b> 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><b>Sgiliau Darllen</b>  <b>Lefel 5:</b> 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><b>Sgiliau Ysgrifennu</b>  <b>Lefel 5:</b> 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>
<p><b>Sgiliau Ymarferol / Personol</b></p>	<p>Sgiliau cyflwyno rhagorol</p> <p>Y gallu i ddatblygu perthynas gwaith effeithiol â staff ar bob lefel ac i ymgysylltu â dysgwyr</p> <p>Y gallu i ddatblygu perthynas gwaith cadarnhaol ag asiantaethau partner</p> <p>Gwneud penderfyniadau</p> <p>Datrys problemau</p> <p>Y gallu i greu amgylchedd dysgu cadarnhaol</p> <p>Sgiliau llafar/ysgrifenedig rhagorol</p> <p>Sgiliau rheoli amser rhagorol</p> <p>Sgiliau rhyngpersonol rhagorol</p> <p>Sgiliau cyfathrebu rhagorol</p> <p>Sgiliau trefnu da</p> <p>Gallu defnyddio eich menter eich hun</p> <p>Agwedd gadarnhaol at ymchwil</p> <p>Rheoli amser effeithiol a blaenoriaethu llwyth gwaith personol</p> <p>Y gallu i weithio'n annibynnol ond hefyd i weithio o fewn tîm</p> <p>Sgiliau TG rhagorol</p> <p>Y gallu i deithio</p> <p>Gan ddefnyddio eu trefniadau teithio eu hunain, rhaid i ddeiliad y swydd allu mynychu lleoliadau ledled y sir er mwyn ymateb i ofynion gweithredol a gwasanaeth.</p>
<p><b>Profiad Hanfodol</b></p>	<p>O leiaf 4 blynedd o brofiad o weithio mewn lleoliad gofal cymdeithasol.</p>

	<p>Profiad o oruchwylio ac asesu ymarfer myfyrwyr gwaith cymdeithasol</p> <p>Profiad o nodi a gweithio tuag at fynd i'r afael â thanberfformiad mewn ymarfer gwaith cymdeithasol</p> <p>Profiad o ddylunio a chyflwyno pecynnau hyfforddi.</p> <p>Profiad o gydweithio ag asiantaethau eraill.</p> <p>Profiad o systemau prosesau dysgu a datblygu.</p> <p>Profiad o ddyfarniadau cymhwyso mewn gofal cymdeithasol/gwaith cymdeithasol.</p> <p>Dealltwriaeth gadarn o ddeddfwriaeth allweddol sy'n effeithio ar gyflwyno gwasanaethau gofal cymdeithasol a gofynion hyfforddiant.</p> <p>Ymwybyddiaeth o faterion cyfredol wrth gyflwyno cyfleoedd dysgu a datblygu o fewn llywodraeth leol.</p> <p>Y gallu i ddangos dealltwriaeth gadarn o arferion cydraddoldeb a hyrwyddo'r athroniaeth hon bob amser.</p> <p>Y gallu i uniaethu â phobl ar bob lefel.</p> <p>Y gallu i addasu dull gweithredu/bod yn hyblyg a gweithio'n dda dan bwysau.</p> <p>Ymrwymiad i ddysgu a datblygiad proffesiynol personol.</p>
<p><b>Hyfforddiant/addysg y mae'n ofynnol eu cyflawni/mynd ati i'w cyflawni ar gyfer y swydd</b></p>	<p>Disgwylir iddo/iddi gwblhau'r holl hyfforddiant gorfodol a rhaglenni e-ddysgu sy'n berthnasol i holl staff y Cyngor.</p> <p>Ymgymryd â digwyddiadau Hyfforddi'r Hyfforddwr yn ôl yr angen.</p> <p>Bod arferion a chyflwyno hyfforddiant yn cael ei gadw'n gyfredol.</p> <p>Cynnal cymhwysedd galwedigaethol mewn gwaith cymdeithasol a chofrestriad gyda Gofal Cymdeithasol Cymru.</p>

<b>Gofynion Dymunol</b>	
<b>Cymwysterau / Hyfforddiant</b>	
<b>Sgiliau Ymarferol / Personol</b>	

## Job Description

<b>Post Name</b>	Training Officer – Social Care
<b>Service</b>	People and Organisation
<b>Grade</b>	Grade 10
<b>Spinal Point/s</b>	28-30
<b>Salary</b>	£39,152 - £40,777
<b>Job Purpose</b>	<p>To plan, develop and deliver training programmes to meet the statutory training requirements and learning and development needs of the internal and external social care/work workforce.</p> <p>To work in partnership with other local authorities and learning providers to offer learning solutions to enable social care/work staff to adhere to the Code of Professional Practice, Social Care Wales registration requirements and meet their own and organisational objectives.</p> <p>To contribute to strategies that will enable the People and Organisation service to meet the requirements of the Council's Workforce Plan, Corporate Wellbeing Objectives and Social Care Wales Workforce Programme (SCWWDP) priorities.</p> <p>To co-ordinate the Councils Trainee Social Worker Scheme</p>
<b>Contractual Work Location/Base</b>	Penmorfa
<b>Hours of Work</b>	37 hours per week (job share or part time working considered)
<b>Type of Contract</b>	Full-time
<b>Contract Duration</b>	Permanent
<b>Line Managers Job Title</b>	Senior Learning & Development Officer
<b>Supervisory/Managerial Responsibilities</b>	Not Applicable
<b>Accountability</b>	To work within the Learning and Development Team located within the People and Organisation Service of the Council.
<b>Contractual Terms Associated with the Post</b>	

## Duties and Responsibilities

To assist in the identification and analysis of the learning and development needs of social care/work staff of different levels and work to ensure that individual and statutory training requirements are met.

To work in line with the requirements of the Social Care Wales Workforce Development Programme (SCWWDP) and SCWWDP grant requirements.

To design learning and development programmes and facilitate learning with individuals and groups including social work degree students and newly qualified social workers.

To promote and uphold the Code of Professional Practice for Social Care Workers, Social Workers and all other relevant staff.

Actively review progress and evaluate learning opportunities provided to ensure continuous improvement and return on investment.

To undertake Train the Trainer events on behalf of the Council and to plan and deliver follow up training programmes.

To take specific responsibility for delivering/co delivery of training for specific groups including internal and external social care staff, elected members, those employed by the Council and those working within the third sector, private, charitable or voluntary organisations.

To deliver training in a manner which promotes participation, inclusivity, and equal opportunities.

To use the Ceri Learning and Development system to promote training opportunities and to maintain staff training records.

Support the work of the learning and development team using established processes e.g., Corporate Qualifications Panel and the recruitment of learners for specific programmes/qualifications.

To liaise with staff (internal & external) who may contribute to training and develop positive working relationships with other agencies to enhance training delivery.

To be aware of relevant Health and Social Care qualification frameworks, Continuous Professional and Education and Learning (CPEL) for social workers and provide support, where appropriate, to staff undertaking awards.

Provide information to the Learning and Development Manager to assist in the production of reports and other documents.

Provide information and advice on appropriate learning solutions and offer coaching and mentoring support for social work students and newly qualified social workers.

Develop training resources, including power point presentations, notes using own knowledge and research.

To promote the use of e learning across the organisation.

Devise learning and development solutions to support the continuous professional development (CPD) of the social care workforce and organisations.

Work with local colleges, universities and health professionals to identify training opportunities.

Work within Council policies, Welsh Government policies and legislation in order to meet statutory requirements.

Provide information to administrative staff on attendances/non attendances at training events to ensure records and staff training profiles are kept up to date for the purpose of monitoring and reporting mechanisms.

Have knowledge of local, regional and national policies and legislation which impacts on training delivery. e.g., Children and Adult safeguarding procedures, Social Services and Wellbeing (Wales) Act, Wellbeing of Future Generations Act, Violence against Women, Domestic Abuse and Sexual Violence Act etc.

Work collaboratively with Learning & Development Manager to advise on and support the Councils Trainee Social Worker Scheme.

Work with colleagues to plan the allocation of social work student placements.

Undertake the role of Practice Educator for social work students.

To assess, supervise and monitor performance of social work students.

Make professional and evidence based decisions on competency of social work students, address under performance and develop improvement plans as required.

Represent Ceredigion Council at partnership, regional and national meetings with Universities, other organisations and Social Care Wales.

To lead on the planning, delivery and implementation of Safeguarding training framework.

Design and deliver bespoke training in response to actions from the Mid and West Wales Safeguarding Training Sub Groups, child and adults practice reviews and national reviews and reports.

Promote and maintain security of information and confidentiality in line with legislation, council policies and procedures.

To take responsibility for one's own ongoing professional development and maintain awareness of the Council's workforce priorities.

To undertake any additional work as deemed appropriate to the nature of the post.

**Job Evaluation Post Ref**

JD 1208-02

# Person Specification

Essential Requirements	
<p><b>Academic / Professional / Technical / Vocational Qualifications</b></p>	<p>Recognised qualification in Social Care/Social Work: CSS/CQSW/Diploma in Social Work/Degree in Social Work and at least 4 years post qualifying experience</p> <p>Recognised training qualification in adult education eg, City &amp; Guilds Teaching Certificate, PTTLs equivalent to Level 3</p> <p>Social Work Practice Teacher/Educator Qualification</p>
<p><b>Welsh Linguistic Skills:</b></p>	<p><b>The following linguistic skills will be required within 2 years of appointment.</b></p> <p><b>Listening &amp; Speaking</b>  <b>Level 3:</b> Can understand and participate in most day-to-day non-technical conversations in the office. Can advise the public on general matters within own area of work, but must turn to preferred language for technical or specialist terms. Can contribute to meetings or presentations within own area of work, but must turn to preferred language for technical or specialist terms.</p> <p><b>Reading Skills</b>  <b>Level 3:</b> Can understand most reports, documents and correspondence he/she is likely to encounter during his/her work.</p> <p><b>Writing Skills</b>  <b>Level 3:</b> Can write informal messages and reports for internal use.</p>
<p><b>English Linguistic Skills:</b></p>	<p><b>You must possess the following linguistic skills when you start the position.</b></p> <p><b>Listening &amp; Speaking</b>  <b>Level 5:</b> 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><b>Reading Skills</b>  <b>Level 5:</b> 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><b>Writing Skills</b>  <b>Level 5:</b> 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>
<p><b>Practical and personal skills</b></p>	<p>Excellent presentation skills</p>

	<p>Ability to develop effective working relationships with staff of all levels and engage with learners</p> <p>Ability to develop positive working relationships with partner agencies</p> <p>Decision making</p> <p>Problem solving</p> <p>Ability to create a positive learning environment</p> <p>Excellent oral/written skills</p> <p>Excellent time management skills</p> <p>Excellent interpersonal skills</p> <p>Excellent communication skills</p> <p>Good organisational skills</p> <p>Able to use and take initiative</p> <p>Aptitude for research</p> <p>Manage own time effectively and prioritise own workload</p> <p>Ability to work independently but also to work within a team</p> <p>Excellent IT Skills</p> <p>Ability to travel</p> <p>Using their own travel arrangements the post-holder must be able to attend locations across the county in order to respond to operational and service demands.</p>
<p><b>Required Experience</b></p>	<p>At least 4 years' experience of working in a social care setting.</p> <p>Experience of supervising and assessing social work students' practice</p> <p>Experience of identifying and working to address under performance within social work practice</p> <p>Experience in the design and delivery of training packages.</p> <p>Experience of joint working with other agencies.</p>

	<p>Experience of learning and development processes and systems.</p> <p>Experience of social care/work qualifying awards.</p> <p>Sound understanding of key legislation which impacts on delivery of social care services and training requirements.</p> <p>Awareness of current issues in delivery of learning &amp; development opportunities within local government.</p> <p>Ability to demonstrate a sound understanding of equalities practice and promote this philosophy at all times.</p> <p>Ability to relate to people at all levels.</p> <p>Ability to adapt approach/be flexible and work well under pressure.</p> <p>Personal commitment to one's own learning and professional development.</p>
<p><b>Training/education required to be undertaken for the post/worked towards</b></p>	<p>Will be expected to complete all mandatory training and e learning programmes applicable to all Council staff.</p> <p>To undertake Train the Trainer events as required.</p> <p>Maintain currency in training practice and delivery.</p> <p>Maintain occupational competency in social work and registration with Social Care Wales.</p>

Desirable Requirements	
<p><b>Qualifications / Training</b></p>	
<p><b>Practical / Personal Skills</b></p>	