

Proffil Swydd/Job Profile

Teitl y Swydd – Gweithiwr Gofal Preswyl i Blant

Post Title – Residential Childcare worker



Ysgol	Rhydygors
School	Rhydygors

Adain	Gofal Preswyl
Section	Residential Care

Gradd/Grade	E +8%
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Rhif y Swydd/Post Number	026693
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Paratowyd Gan/Prepared By	Katherine Pope
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Dyddiad/Date	Hydref / October 2021
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Prif Ddiben y Swydd

Gweithiwr Gofal Plant Preswyl sy'n darparu gofal, cymorth ac ymyriadau pwrpasol o ansawdd da i blant â phroblemau rheolaeth cymhleth yn gymdeithasol ac yn emosiynol.

Gweithio ar rota fel rhan o dîm.

Cynnal ymyriadau unigol a phwrpasol i blant wella eu llesiant a datblygu sgiliau byw'n annibynnol.

Gweithio o fewn cod ymarfer a chanllawiau proffesiynol Gofal Cymdeithasol Cymru.

Prif dasgau/cyfrifoldebau

- Ymgymryd â gweithgareddau dysgu strwythuredig y cytunwyd arnynt, gan eu haddasu neu eu newid i alluogi plant a phobl ifanc i gael mynediad i ddysgu a datblygu ym mhob maes.
- Hyrwyddo cynhwysiant, derbyniad a datblygiad cymdeithasol ac emosiynol pob plentyn a pherson ifanc.
- Gweithio gyda phlant a phobl ifanc mewn modd sy'n Chwareus, yn Derbyn, yn Chwilfrydig, ac yn Empathetig (PACE). Gweithio fel rhan o dîm i ddarparu gofal a chymorth therapiwtig o ansawdd da i bobl ifanc sydd wedi cael profiadau niweidiol yn ystod plentynod a thrawma.
- Gweithio fel rhan o dîm i ddarparu gofal a chymorth therapiwtig o ansawdd da i bobl ifanc sydd wedi cael profiadau niweidiol yn ystod plentynod a thrawma.
- Gweithio'n amlasiantaethol i gefnogi a hyrwyddo anghenion llesiant pobl ifanc unigol sydd â lefel uchel o anghenion cymhleth.
- Cefnogi'r gwaith o hyrwyddo datblygiad addysgol drwy gysylltu ag ysgolion, y cartref ac unrhyw asiantaethau perthnasol eraill.
- Cyfrannu at oruchwylio ac arfarnu staff ac at gyfleoedd i'w datblygu fel y cytunwyd gyda'ch rheolwr llinell, a chymryd rhan mewn unrhyw hyfforddiant er mwyn cynnal eich datblygiad proffesiynol eich hun a gwella'ch gallu yn eich rôl.
- Gwybod am y polisiâu a'r gweithdrefnau sy'n ymwneud ag amddiffyn plant, cyfleoedd cyfartal, iechyd a diogelwch, cyfrinachedd a diogelu data, a chydymffurfio â hwy.
- Gweithio mewn partneriaeth â phobl ifanc a'u teuluoedd er mwyn hyrwyddo perthnasoedd cadarnhaol.
- Gweithredu a chydymffurfio ag asesiadau risg gan weithio mewn modd myfyriol ac anfeirniadol.
- Mynd ati i alluogi pobl ifanc i ddatblygu cydnerthedd emosiynol a sgiliau bywyd drwy ddarparu cymorth sydd wedi'i deilwra i ddiwallu anghenion unigol.
- Yn dilyn hyfforddiant, rhoi meddyginiaeth yn unol â'r gweithdrefnau a nodwyd gan yr ALL.
- Cefnogi plant a phobl ifanc mewn cyfnodau o argyfwng gan ddefnyddio strategaethau rhagweithiol yn unol ag asesiadau risg unigol, llyfrynau this is me a chynlluniau addysg unigol.
- Cwblhau dyletswyddau coginio pan fo'r angen
- Gwirio'r safle drwy gydol y nos
- Gwirio'r plant yn rheolaidd drwy gydol y nos
- Cwblhau dyletswyddau gweinyddol.

- Cwblhau dyletswyddau cadw tŷ.
- Cydgysylltu â staff uwch ynghylch unrhyw ddyletswyddau ychwanegol.

Yn gyfrifol am staff/offer

Ddim yn berthnasol

Yn atebol i

Rheolwr Gofal a Dirprwy Reolwr

Meini Prawf	Hanfodol
Cymwysterau / Hyfforddiant galwedigaethol / Aelodaeth Broffesiynol	• QCF lefel 3 HSC CYP • Parodwydd i gwblhau QCF lefel 3 HSC CYP o fewn 12 mis ar ôl dechrau. • Parodwydd i gwblhau unrhyw hyfforddiant mewnol sy'n gysylltiedig â'r rôl neu a ystyrir yn briodol gan y rheolwr. • Wedi cofrestru gyda Gofal Cymdeithasol Cymru neu gwblhau fframwaith sefydlu Cymru Gyfan ar gyfer HSC o fewn 6 mis ar ôl penodi.
Y sgiliau sy'n ymwneud â'r swydd / Galluoedd	• Agwedd gadarnhaol at weithio fel aelod o dîm arbenigol ac at ddatblygu'r gwasanaeth. • Parodwydd i ymgymryd â hyfforddiant y tybir ei fod yn angenrheidiol i gyflawni'r swydd. • Y gallu i hyrwyddo a chynnal arferion da. • Y gallu i arwain ac ysgogi staff a chydweithwyr. • Y gallu i weithredu gweithdrefnau Diogelu ac Amddiffyn Plant Sir Gaerfyrddin. • Y gallu i weithio mewn partneriaeth â theuluoedd a gweithwyr proffesiynol eraill. • Sgiliau rhagorol o ran cofnodi a TG. • Y gallu i gyfathrebu'n effeithiol â phobl ifanc ac i wrando arnynt, gan ddefnyddio'r dull cyfathrebu sydd orau ganddynt. • Cynnal rheolau llym o ran cyfrinachedd. • Y gallu i weithio ar sail unigol gyda pherson ifanc. • Cydymffurfio â'r Polisi Gweithio ar eich Pen eich Hun. •
Gwybodaeth a phrofiad	• Gwybodaeth am y ddeddfwriaeth bresennol a'r safonau cenedlaethol gofynnol • Gwybodaeth gyfredol am effeithiau trawma, ymlyniad ac anghenion dysgu ychwanegol eraill. • Profiad o weithio gyda phlant sy'n amlygu ymddygiad heriol • Dealltwriaeth dda o brosesau dysgu a datblygiad plentyn. • Ymwybyddiaeth o bolisïau amddiffyn a diogelu plant a phrofiad o weithio gydag asesiadau risg ac ati. •
Rhinweddau personol	• Y gallu i gyfathrebu'n effeithiol, ar lafar ac yn ysgrifenedig, a'r gallu i ysgrifennu adroddiadau mewn modd proffesiynol • Y gallu i ddatblygu perthynas â phobl ifanc drwy wrando'n weithredol a gweithredu dulliau sy'n canolbwyntio ar yr unigolyn • Y gallu i weithio mewn partneriaeth ag asiantaethau a theuluoedd • Y gallu i ddal ati i feithrin a chynnal perthnasoedd cadarnhaol • Sgiliau da o ran llythrennedd, rhifedd a sgiliau TGCh • Y gallu i weithio'n adeiladol ar eich pen eich hun neu fel rhan o dîm

	• Sgiliau rhyngbersonol a gweithio mewn fîm gan gynnwys hyder, pendantrwydd ac agwedd gadarnhaol • Trefnus ac yn gallu rheoli amser yn effeithiol Hyblygrwydd
	Dymunol
	• Gwybodaeth am hyfforddiant emosiynau, arferion arferol, profiadau niweidiol yn ystod plentyndod a chyswllt â theuluoedd. • Trwydded yrru categori B (Ceir) lawn ar gyfer y DU a defnydd o gerbyd modur wedi'i yswirio at ddibenion busnes/gwaith • Teithio ledled y sir i gynnal ymweliadau cartref/mynychu cyfarfodydd/ymweld ag ysgolion ac ati

Sgiliau Iaith / Cyfathrebu Pa lefel ydych chi?	Sgiliau Llafar	Sgiliau Ysgrifennu
Cymraeg	2	1
Saesneg	5	5
Arall (nodwch)	-	-

GWIRIADAU'R GWASANAETH DATGELU A GWAHARDD (DBS)

Gall fod gwiriadau DBS yn ofynnol ar gyfer rhai swyddi lle bydd angen gweithio gyda phlant ac oedolion agored i niwed. Mae'r canlynol yn ofynnol ar gyfer y swydd hon:

<u>Adran A – y math o ddatgeliad</u>	
DATGELIAD MANWL GAN WIRIO'R RHESTR WAHARDD	☒
<u>Adran B – y math o weithlu</u>	
Y GWEITHLU PLANT AC OEDOLION	☒
Y RHESWM	
Gweithio gyda phlant agored i niwed, pobl ifanc a'u teuluoedd	

UNRHYW WYBODAETH ARALL

Gwaith sifft 30 awr yr wythnos o ddydd Llun i ddydd Sul. Rota i adlewyrchu angen y gwasanaeth.

Main Purpose of Job

Residential Childcare Worker providing high quality care, support and bespoke interventions for children with complex social and emotional regulation issues.

To work on a rota as part of a team.

To carry out individual and bespoke interventions for children to improve their wellbeing and develop independent living skills.

To work within the professional code of practice and guidance Social Care Wales.

Key tasks/responsibilities

- Undertake structured and agreed learning activities, adapting or modifying to enable children and young people access to learning and development in all areas.
- Promote inclusion, acceptance and social and emotional development of all children and young people.
- To work in a Playful, Accepting, Curious and Empathetic manner (PACE) with children and young people. To work as part of a team to provide high quality therapeutic care and support to young people who have experienced adverse childhood experiences and trauma.
- To work as part of a team to provide high quality therapeutic care and support to young people who have experienced adverse childhood experiences and trauma.
- To work in a multi-agency manner to support and promote the welfare needs of individual young people with a high level of complex needs.
- To support with promoting educational development by liaising with schools, home and any other relevant agencies.
- To participate in supervision, appraisal and staff development opportunities as agreed with your line manager and actively engage in any training in order to maintain your own professional development and enhance competency in your role.
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, confidentiality and data protection.
- To work in partnership with young people and their families to promote positive relationships.
- Implement and comply with risk assessments whilst working in a reflective and non-judgmental manner.
- To actively enable young people to develop emotional resilience and life skills by providing support that is personalised to meet individual needs.
- Following training, to administer medication in accordance with the procedures set out by the LA.
- To support children and young people during times of crisis using proactive strategies in line with individual risk assessments, this is me booklets and individual education plans.
- Complete cooking duties when necessary

- Complete site checks throughout the night
- Complete regular checks on children throughout the night.
- Complete administration duties.
- Complete housekeeping duties.
- Liaising with senior staff for any additional duties.

Responsible for staff/equipment

N/A

Reporting to

Care Manager and Deputy Manager

Criteria	Essential
Qualifications/ Vocational training/ Professional Memberships	• QCF level 3 HSC CYP • Willingness to complete QCF level 3 HSC CYP within 12 months of commencement. • Willingness to complete any in-house training associated with the role or deemed appropriate by the manager. • Registered with the Social Care Wales or complete the All-Wales induction framework for HSC within 6 months of appointment.
Job Related Skills/ Competencies	• Positive attitude to working as a member of a specialist team and to the development of the service. • Willingness to undertake training deemed necessary to fulfil the post. • Ability to promote and maintain good practice. • Ability to lead and motivate staff and colleagues. • Ability to apply Carmarthenshire Safeguarding and Child Protection procedures. • Ability to work in partnership with families and other professionals. • Recording and IT skills. • Ability to listen and communicate effectively with Children/Young People, using their preferred communication method. • Maintain strict rules of confidentiality. • Ability to work 1:1 with a young person. • Compliance with Lone Working Policy.
Knowledge and experience	• Knowledge of current legislation and national minimum standards • Up to date knowledge of the effects of trauma, attachment and other additional learning needs. • Experience of working with children who display challenging behaviour • A good understanding of child development and learning processes • Awareness of child protection and safeguarding policies and experience of working with risk assessments etc.
Personal qualities	• Ability to communicate effectively, verbally and in writing and be able to write reports in a professional manner • Ability to develop a rapport with young people through active listening and implementation of person centred approaches • Ability to work in partnership with agencies and families • Ability to persist with building and maintaining positive relationships • Good literacy, numeracy and ICT skills • Ability to work constructively individually or as part of a team • Interpersonal and team working skills including confidence, assertiveness and a can do attitude • Organised and able to manage time effectively

	Flexibility
	Desirable
	- Knowledge of emotion coaching, Restorative practices ACES and family liaison. - Full UK category B (Cars) driving licence and the use of a motor vehicle insured for business/work purposes - To travel throughout the county to undertake home visits/attend meetings/visit schools etc.

Language/ Communication Skills What level are you?	Spoken Level	Written level
Welsh	2	1
English	5	5
Other (please State)	-	-

DISCLOSURE AND BARRING SERVICES (DBS) CHECKS

DBS Checks may be required for certain posts which work with children and vulnerable adults. This post requires:

<u>Section A – type of disclosure</u>	
ENHANCED DISCLOSURE WITH BARRED LIST CHECK	☒
<u>Section B – workforce type</u>	
CHILD AND ADULT WORKFORCE	☒

JUSTIFICATION

Working with vulnerable children, young people and their families

ANY OTHER INFORMATION

Shift working 30 hours per week Monday-Sunday. Rota to reflect the need of the service.