

Gweithiwr Cymdeithasol

Cyfeirnod y swydd: AHSS00110W3SJE

Lleoliad: Dinbych

Cyflog: Gradd 8 -9 £33,945 - £40,221

(yn amodol ar gymwysterau a phrofiad)

Oriau: 37 yr wythnos/ yn hyblyg

Swydd barhāol

Mae Tîm Anabledd Cymhleth yn awyddus i benodi unigolyn brwdfrydig a llawn cymhelliant i swydd Gweithiwr Cymdeithasol.

Bydd yr ymgeisydd llwyddiannus yn gweithio o fewn tim aml ddigyblaethol sy'n anelu i allu i unigolion for mor annibynol a phosib o fewn eu cartrefi a'u cymunedau.. Mae ymrwymiad i weithio'n gadarnhaol ac effeithiol mewn partneriaeth yn ofyniad creiddiol i'r swydd hon.

Bydd deiliad y swydd yn cynnal asesiadau priodol a chymesur i alluogi unigolion a'u teuluoedd i gyflawni canlyniadau realistig a dymunol.

Mae cymhwyster proffesiynol mewn Gwaith Cymdeithasol a chofrestru gyda Chyngor Gofal Cymru yn hanfodol, ynghyd ag ymrwymiad i ddatblygiad proffesiynol parhaus. Bydd deiliad y swydd yn gweithio fel rhan o dîm aml-ddisgyblaethol ac yn meddu ar gymhelliant, egni a hunan ysgogiad i flaenoriaethu a rheoli llwyth gwaith.

Bydd deiliad y swydd yn gallu gweithio'n hyblyg, ac mae'r tîm yn cynnig gweithio cyfunol, o gartref ac o'r swyddfa.

Penodiad yn amodol ar Wiriad Gwasanaeth Datgelu a Gwahardd a geirdāon boddhāol.

Os hoffech drafod unrhyw agwedd o'r swydd, ffoniwch Alaw Gwyn ar 01824 712750.

Os oes gennych ddi-ddordeb yn y swydd wāg hon, gwnewch gais ar-lein trwy ein gwefan www.sirddinbych.gov.uk yn arall-ddewisol, cysylltwch â'r Adran Gwasanaethau Cwsmeriaid ar 01824 706100. Rhaid i ymgeiswyr gwblhau ein ffurflen gais i gael ei ystyried. Mae'n ddrwg gennym nad ydym yn gallu ateb pob cais. Os nad ydych wedi derbyn ateb o fewn tair wythnos i'r dyddiad cau, dylech gymryd yn ganiatāol nad ydych wedi cyrraedd y rhestr fer am gyfweliad.

Dyddiad Cau: 24 o Orffennaf, 2024

Mae Cyngor Sir Ddinbych yn ymroddedig i Gyfle Cyfartal a'i Safonau Iaith Gymraeg. Rydym yn croesawu ceisiadau yn y Gymraeg. Sylwch na fydd unrhyw ffurflenni cais a dderbynnir yn y Gymraeg yn cael eu trin yn llai ffafriol na ffurflenni cais a gyflwynwyd yn Saesneg.

Social Worker – Adults

Job reference: AHSS00110W3SJE

Location: Denbigh

Salary: Grade 8-9 £33,945 - £40,221

(subject to qualifications & experience)

Hours: 37 hours per week/ flexible

Permanent

The Complex Disabilities Team is seeking to appoint an enthusiastic and motivated individual to the position of Social Worker.

The successful applicant will work within a multi-disciplinary team aiming to enable individuals to optimise their level of independence within their own home and communities. A commitment to positive and effective partnership working is a core requirement of the role.

The post holder will undertake appropriate and proportionate assessments to enable individuals and their families to achieve realistic and desirable outcomes.

A Professional qualification in Social Work and registration with the Care Council for Wales is essential, along with a commitment to continuing professional development. The post holder will be working as part of a multidisciplinary team and must have the drive, energy and self-motivation to prioritise and manage own workload.

The post holder will be able to work flexibly, and the team offer blended working, from home and from the office.

Appointment subject to Disclosure & Barring Service Check and satisfactory references.

If you would like to discuss any aspect of the post, please call Alaw Gwyn on 01824 712750.

If you are interested in this vacancy, please apply on-line via the website www.denbighshire.gov.uk. For alternative methods of applying please contact Customer Services on 01824 706101.

Candidates must complete our application form to be considered. We regret that we are unable to reply to all applications. If you have not received a reply within three weeks of the closing date, you must assume that you have not been short listed for interview.

Closing Date: 24th July, 2024

Denbighshire County Council is committed to Equal Opportunities and its Welsh Language Standards. We welcome applications in the Welsh Language and application forms received in the Welsh Language will not be treated less favourably than an application form submitted in English.

CYNGOR SIR DDINBYCH SWYDD-DDISGRIFIAD

Teitl y Swydd:	Gweithiwr Cymdeithasol
Graddfa:	Graddfeydd 8-9
Gwasanaeth:	Gwasanaeth Gofal Cymdeithasol i Oedolion a Digartrefedd
Maes Gwasanaeth:	Anabledd Cymhleth
Yn atebol i'r:	Rheolwr Tîm – Anabledd Cymhleth
Cyfeirnod y Swydd / Dyddiad Cyhoeddi:	04267 & 04269 / Awst 2022

Pwrpas y Swydd

Darparu gwasanaeth gwaith cymdeithasol o ansawdd uchel i oedolion a'u teuluoedd i gyflawni canlyniadau cadarnhaol yn unol â gweledigaeth a blaenoriaethau'r Gwasanaeth.

Mae disgwyl i Weithwyr Cymdeithasol ddarparu cymorth a datblygu cadernid ac annibyniaeth, drwy sicrhau fod oedolion a'u teuluoedd wrth wraidd y broses o wneud penderfyniadau am eu bywydau a'r canlyniadau y maent yn dymuno eu cyflawni heb gyfaddawdu eu diogelwch.

Bydd y gweithiwr cymdeithasol yn datblygu dealltwriaeth o anghenion diwylliant, iechyd a chymdeithasol yr ardal neu'r gymuned i lywio arfer.

Bydd gwaith ataliol sylfaenol yn cael ei wneud i leihau'r angen am ofal neu lety a reolir, a lle bo angen bydd y gweithiwr cymdeithasol yn gwneud a chefnogi trefniadau lleoli a chynlluniau ar gyfer unigolion yn y dyfodol.

Prif Atebolrwydd a Chyfrifoldebau

Prif Gyfrifoldebau Penodol i'r Swydd

1. Darparu gwasanaeth gwaith cymdeithasol uniongyrchol i'r oedolion hynny a'u teuluoedd y nodir eu bod angen gofal a chymorth yn unol â statud, polisiâu a chanllawiau cenedlaethol a rhanbarthol, gan ymgorffori dull sy'n canolbwyntio ar ganlyniadau, gan nodi ymatebion gwasanaeth priodol ar wahanol lefelau er mwyn cyflawni hyn.
2. Gweithio mewn partneriaeth a datblygu perthnasoedd effeithiol gyda chydweithwyr mewn adrannau eraill o fewn y Gwasanaethau Cymdeithasol, sector preifat a gwirfoddol, gwasanaethau lechyd ac Argyfwng i ddarparu ymateb integredig i ddiwallu angen.
3. Sefydlu cydberthnasau effeithiol a gweithio mewn partneriaeth gydag oedolion a'u teuluoedd/gofalwyr i nodi a diwallu anghenion a sicrhau bod hawliau'r unigolyn yn cael eu diogelu.
4. Sicrhau y cedwir at unrhyw amserlen statudol ar gyfer asesu ac adolygu.
5. Defnyddio dulliau sgiliau Cydweithredol i gefnogi cyfranogiad effeithiol dinasyddion yn yr asesiad, prosesau adolygu a chynllunio gofal, gan sicrhau eu bod wrth wraidd y broses o wneud penderfyniadau.
6. Ymateb i bryderon yn ymwneud â diogelu yn unol â Gweithdrefnau Amddiffyn Cymru 2019.
7. Cynnal ymchwiliadau diogelu a chwblhau asesiadau risg.
8. Cyfrannu at baratoi a chyflwyno adroddiadau a chynlluniau mewn cyfarfodydd Strategol, adolygiadau a Chynadleddau Achosion.

9. Gweithio mewn partneriaeth â meysydd eraill o fewn y Gwasanaethau Cymdeithasol, datblygu gwybodaeth ac ymwybyddiaeth o'r hyn sydd ar gael i sicrhau mynediad at ystod o ymyriadau cynnar ac ataliol sydd wedi eu seilio yn y gymuned.
10. Cynnal atebolrwydd proffesiynol ar gyfer dyrannu adnoddau yn unol â meini prawf gwasanaeth, deddfwriaeth, rheoliadau ariannol a rheoliadau eraill y cyngor.
11. Sicrhau ymateb cynnar ac effeithiol i bryderon neu gwynion.
12. Cefnogi oedolion a'u teuluoedd/gofalwyr i gymryd rhan weithredol yn natblygiad y gwasanaeth.
13. Paratoi'n briodol ar gyfer cyfarfodydd a chyfrannu'n effeithiol atynt.
14. Cadeirio cyfarfodydd lle bo'r angen, gan sicrhau ansawdd nodiadau/cofnodion y cyfarfodydd hyn. Mae hyn yn arbennig o berthnasol i gyfarfodydd adolygu cynlluniau Gofal a Chymorth Integredig, Cyfarfodydd Lles Gorau a Chyfarfodydd Amlddisgyblaeth.
15. Paratoi adroddiadau ysgrifenedig ar gyfer ystod o bwrsasau, gan sicrhau eu bod yn gywir, ystyrlon, cyflawn a chyfredol ac yn cynnwys dadansoddiad manwl pan fo angen.
16. Mynd i gyfarfodydd fim a chyfrannu at ddatblygiad y gwasanaeth
17. Cynnal llwyth achosion penodol sy'n amrywiol o ran cymhlethdod.
18. Defnyddio ymchwil, theori ac ymarfer yn seiliedig ar dystiolaeth a methodoleg datrys problemau eraill wrth sicrhau canlyniadau da ar gyfer oedolion a'u teuluoedd a'u gofalwyr.
19. Cynnal arferion cofnodi da, gan sicrhau bod cofnodion yn gywir, yn gydlynol, yn gyfoes ac wedi'u cwblhau'n brydlon.
20. Sicrhau bod tasgau gydag amser penodol iddynt yn cael eu cwblhau mewn pryd, a gweithredu ar ohebiaeth a dderbynnir dros y ffôn, yn electronig ac yn ysgrifenedig mewn modd amserol.
21. Tynnu sylw'r Rheolwr Tîm ar unwaith, ac yn eu habsenoldeb neu fel bo'n briodol, y Dirprwy Reolwr Tîm, pan fydd unrhyw faterion o bryder neu ddiddordeb arbennig a cheisio canllawiau a chefnogaeth wrth ddod i benderfyniadau cymhleth.
22. Hyrwyddo arferion sy'n atal gwahaniaethu a gweithredu mewn modd gwrth-ormesol tuag at unigolion, gofalwyr a chydweithwyr.
23. Bod yn enghraifft gadarnhaol o ran ymddygiad yn y gweithle, gan gynnwys defnyddio dulliau da o reoli'r llwyth gwaith ac amser.
24. Cymryd cyfrifoldeb dan y Ddeddf Lechyd a Diogelwch yn y Gwaith ac ymateb yn brydlon ac yn gadarn mewn perthynas â'r rheoliadau hyn.

Datblygiad Proffesiynol

1. Rhaid i chi gadw eich cofrestrriad proffesiynol a chydymffurfio â hyfforddiant a dysgu ôl-gofrestru, parhau mewn addysg a dysgu proffesiynol, a gofynion addasrwydd i ymarfer.
2. Cymryd rhan a pharatoi ar gyfer cyfnodau goruchwylio proffesiynol ac adolygiadau datblygu perfformiad i gefnogi datblygiad personol a chydymffurfio â safonau proffesiynol.
3. Mynychu hyfforddiant a seminarau sydd wedi'u dylunio i ddatblygu arbenigedd personol a phroffesiynol y swydd a rhannu gwybodaeth a'r hyn a ddysgwyd gyda chydweithwyr ar draws y maes gwasanaeth fel bo'n briodol

Dyletswyddau a Chyfrifoldebau Corfforaethol

1. Cydymffurfio â Pholisïau a Gweithdrefnau'r Awdurdod a rhoi gwybod i Uwch Swyddogion am unrhyw feysydd nad ydynt yn cael sylw digonol.
2. Chwarae rhan ymarferol wrth gefnogi egwyddorion ac arferion cyfle cyfartal yr Awdurdod fel yr amlinellwyd yn y Polisi Cydraddoldeb.
3. Bod yn gyfrifol am roi arferion lechyd a Diogelwch ar waith o ddydd i ddydd, gan rannu cyfrifoldeb am lechyd a Diogelwch yn yr adran, y gyfarwyddiaeth a'r Awdurdod yn gyffredinol.
4. Bydd yn rhaid i weithwyr roi gwybodaeth benodol amdanynt eu hunain er mwyn i'r Awdurdod allu cyflawni ei ddyletswyddau, ei hawliau a'i chyfrifoldebau fel cyflogwr. Bydd yr

Awdurdod yn prosesu ac yn rheoli data o'r fath at ddibenion personél, gweinyddol a chyflogau yn bennaf.

5. Fel un o'ch amodau cyflogaeth ac er mwyn sicrhau bod yr adran yn effeithiol, efallai y bydd gofyn i chi gyflawni unrhyw dasg resymol arall, sy'n gymesur â'ch graddfa, fel y'i pennir gan eich Rheolwr Atebol neu Bennaeth Gwasanaeth.
6. Bod yn gyfrifol am sefydlu perthnasoedd gwaith da yn fewnol ac yn allanol.
7. Mae Sir Ddinbych wedi ymrwmo i ddiogelu plant a grwpiau diamddiffyn. Disgwylir i holl weithwyr y Cyngor fod yn ymwybodol o'r Polisi Diogelu Corfforaethol a'u cyfrifoldeb i roi gwybod am unrhyw bryderon yn y modd priodol ac o fewn y terfynau amser perthnasol.

Adnoddau/Offer/Deunyddiau

Amh

Goruchwyllo/Rheoli Pobl

Datblygu sgiliau i fedru dirprwyo gwaith achosion a gwaith cefnogi yn effeithiol ac yn briodol, gan roi cyngor ac arweiniad mewn modd clir a holistaidd i hwyluso newid a chyflawni potensial llawn.

Gwybodaeth, Sgiliau, Hyfforddiant a Phrofiad

- Cymhwyster Gwaith Cymdeithasol h.y. Gradd mewn Gwaith Cymdeithasol neu gymhwyster blaenorol cydnabyddedig fel DipSW.
- Wedi cofrestru gyda Chyngor Gofal Cymru fel 'Gweithiwr Cymdeithasol' ac wedi ail-gofrestru bob tair blynedd.
- Ar ddiwedd yr ail flwyddyn ar ôl cwblhau gofynion ymarfer y flwyddyn gyntaf, gallu dangos cyfnerthu cychwynnol o arferion Gwaith Cymdeithasol.
- Dylid dechrau Rhaglen Gadarnhau Addysg a Dysgu Proffesiynol Parhaus gymeradwy ar ôl cwblhau'r Flwyddyn Gyntaf o Ymarfer a'i chwblhau o fewn 3 blynedd ar ôl i'r unigolyn gymhwyso.
- Ar ôl cwblhau'r Rhaglen Gadarnhau Addysg a Dysgu Proffesiynol, bydd yn rhaid creu portffolio o dystiolaeth er mwyn symud ymlaen i raddfa 9.
- Bydd cyfle i ymgymryd â hyfforddiant i oruchwyllo ac asesu myfyrwyr gwaith cymdeithasol drwy gydol eu cyfleoedd dysgu ymarfer.

Amodau Gwaith Arbennig

Wrth weithio'n unigol (yn darparu gwasanaethau wyneb yn wyneb mewn amryw leoliadau o amgylch Sir Ddinbych neu yng nghartrefi'r cleientiaid), mae'n rhaid i'r deiliad swydd fod yn ymwybodol o'r angen i weithio o fewn paramedrau'r Polisi Gweithio Unigol a bod yn ymwybodol o'u hiechyd a'u diogelwch eu hunain.

Bydd gofyniad i weithio o fewn lleoliadau dynodedig, ac mae'r gallu i deithio yn hanfodol ar gyfer y swydd.

Bydd disgwyl i chi ymateb i anghenion y gwasanaeth tu allan i'ch ardal leol pan fod hynny'n ofynnol gan y ffin rheoli.

Bydd deiliad y swydd yn gweithio ar y Rota System ar Ddyletswydd - fel y nodir gan y Rheolwr perthnasol.

Gwiriadau Cyflogaeth / Gofynion Penodol

Mae angen Gwriad DBS manylach ar gyfer y swydd hon oherwydd y cyswllt wyneb yn wyneb gyda dinasyddion a gofalwyr

Mae gofyn i weithwyr newydd fynd drwy ein gwiriadau recriwtio mwy diogel safonol; Cliriad GDG, 2 eirida boddhaol yn cwmpasu 3 blynedd o gyflogaeth, tystiolaeth o gymwysterau hanfodol, tystiolaeth o'r Hawl i Weithio yn y DU.

Mae Cyngor Sir Ddinbych yn cydnabod ei rwymedigaethau i ddiogelu plant ac oedolion ynghyd ag atal caethwasiaeth a masnachu mewn pobl, a bydd yn gwneud popeth o fewn ei allu i atal caethwasiaeth a masnachu mewn pobl o fewn ei fusnesau. Mae sawl math o gaethwasiaeth fodern, gan gynnwys masnachu mewn pobl, llafur gorfodol, caethiwed a chaethwasiaeth.

Mae diogelu yn bwysig i bawb, ac mae gofyn i holl weithwyr cyflogedig Sir Ddinbych weithio yn unol â pholisïau a gweithdrefnau Diogelu Oedolion a Phlant y Cyngor. Mae dyletswydd arnynt i roi gwybod am unrhyw bryderon sy'n codi wrth gyflawni eu dyletswyddau a bod yn ymwybodol o arwyddion o gam-fanteisio. Dylid codi unrhyw bryderon â'r Rheolwr Diogelu Penodedig er mwyn i'r Cyngor allu gweithredu'n ddi-oed pan fydd yn dod ar draws achos o gam-fanteisio.

Gweledigaeth / Cyd-destun

Gweledigaeth Gwasanaeth Gofal Cymdeithasol i Oedolion a Digartrefedd

Ein gweledigaeth yw cefnogi unigolion i gynnal neu adfer eu hannibyniaeth drwy ddarparu gwasanaeth ymyrraeth gynnar ac atal sydd hefyd yn cynorthwyo unigolion a chymunedau i feithrin gwytnwch fel nad ydynt yn dibynnu ar wasanaethau gofal ffurfiol.

Mae elfen gofal cymdeithasol y gwasanaeth hefyd yn canolbwyntio ar ddarparu a chomisiynu gofal a gwasanaethau cynnal o safon uchel i'r rhai mwyaf anghenus ond mae hyn yn dal i gael ei wneud gyda ffocws ar yr egwyddorion o leihau ymyrraeth a gostwng dibyniaeth.

Cyflawnir y weledigaeth hon drwy weithio mewn partneriaeth â chymunedau lleol, iechyd, y 3ydd sector ac eraill i ddarparu gwasanaethau prif ffrwd a rhai wedi'u targedu sy'n hyrwyddo annibyniaeth a gwytnwch.

Cefnogir ein gweledigaeth gan ddeddfwriaeth sydd wedi'i chynnwys yn [Neddf Gwasanaethau Cymdeithasol a Llesiant \(Cymru\) 2014](#) a [Deddf Tai \(Cymru\) 2014](#).

Bydd disgwyl i'r deiliad swydd ddarparu cyngor arbenigol ar gyfer yr achosion yn eu maes o arbenigedd a darparu cefnogaeth ac arweiniad i Ymarferwyr Gofal Cymdeithasol sy'n ymdrin ag achosion cymhleth. Drwy arwain ar ymarfer da, byddant yn cyflawni safonau proffesiynol uchel mewn perthynas â'u gwaith.

Teitl Swydd – Llwybr Gyrfa

Mae'r swyddi hyn yn rhan o Llwybr Gyrfa, sy'n golygu y gallwn ystyried ymgeiswyr nad ydynt efallai yn ateb yr holl feini prawf ar gyfer Uwch Weithiwr Cymdeithasol cwbl gymwys a phrofiadol.

Bydd ymgeiswyr sy'n bodloni'r holl feini prawf a osodir ar y raddfa uchaf ar gyfer y swydd hon yn cael blaenoriaeth wrth ystyried ymgeiswyr ar gyfer cyfweliad. Fodd bynnag, rydym hefyd yn croesawu ceisiadau gan rai sy'n bodloni'r meini prawf yn y graddfeydd is. Bydd yr

ymgeiswyr llwyddiannus yn cael eu cefnogi i symud ymlaen trwy'r graddfeydd nes eu bod yn ddigon cymwys a phrofiadol, a byddant yn cael eu talu yn unol â'r meini prawf y maent yn eu bodloni.

	Graddfa 8	Graddfa 9
	Gweithiwr Cymdeithasol Profiadol ID 02762	Uwch Weithiwr Cymdeithasol ID 02746
Cymwysterau	<p>Cymhwyster Gwaith Cymdeithasol h.y. Gradd mewn Gwaith Cymdeithasol neu gymhwyster blaenorol fel DipSW.</p> <p>Cofrestru fel 'gweithiwr cymdeithasol' gyda'r Cyngor Gofal</p> <p>Ar gyfer Gweithwyr Cymdeithasol sy'n gymwys ers 2012: Cwblhau'r rhaglen gyd-grynhoi CPEL a gymeradwywyd o fel 3 blynedd ar ôl cymhwyso.</p>	<p>Cymhwyster Gwaith Cymdeithasol h.y. Gradd mewn Gwaith Cymdeithasol neu gymhwyster blaenorol fel DipSW.</p> <p>Cofrestru fel 'gweithiwr cymdeithasol' gyda'r Cyngor Gofal</p> <p>Ar gyfer Gweithwyr Cymdeithasol sy'n gymwys ers 2012: Cwblhau'r rhaglen gyd-grynhoi CPEL mewn Gwaith Cymdeithasol</p>
Profiad perthnasol	<p>Yn gallu dangos eich bod yn gweithio tuag at safon alwedigaethol genedlaethol ar gyfer Gwaith Cymdeithasol a Chod Ymarfer Cyngor Gofal Cymru ar gyfer Gweithwyr Gofal Cymdeithasol.</p> <p>Profiad o weithio mewn lleoliad amlddisgyblaethol, amlasiantaeth a datblygu perthnasoedd effeithiol.</p>	<p>Yn gallu dangos eich bod yn gweithio tuag at safon alwedigaethol genedlaethol ar gyfer Gwaith Cymdeithasol a Chod Ymarfer Cyngor Gofal Cymru ar gyfer Gweithwyr Gofal Cymdeithasol.</p> <p>Profiad o weithio mewn lleoliad amlddisgyblaethol, amlasiantaeth a datblygu perthnasoedd effeithiol.</p> <p>Profiad a thystiolaeth o weithio gydag achosion cymhleth a defnyddio gweithdrefnau Diogelu</p>
Gwybodaeth a Sgiliau	<p>Gwybodaeth am ddeddfwriaeth berthnasol, cynlluniau Llywodraeth a'u goblygiadau yn arbennig Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014.</p> <p>Gwybodaeth ac arddangosiad o werthoedd gwaith cymdeithasol</p> <p>Sgiliau cofnodi a chyfathrebu ysgrifenedig rhagorol</p>	<p>Gwybodaeth fanwl am ddeddfwriaeth berthnasol, cynlluniau Llywodraeth a'r goblygiadau yn arbennig Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014 a Deddf Galluedd Meddyliol 2005</p> <p>Gwybodaeth ac arddangosiad o werthoedd gwaith cymdeithasol</p> <p>Sgiliau cofnodi a chyfathrebu ysgrifenedig rhagorol</p>

	<p>Sgiliau gweinyddol effeithlon ac yn gyfarwydd â Thechnoleg Gwybodaeth a Systemau Gwybodaeth.</p> <p>Yn gallu adlewyrchu'n weithredol a gwerthuso eich arfer eich hun a chyflwyno newidiadau. Yn gallu gweithio o fewn terfynau a gytunir arnynt.</p> <p>Defnyddio sgysiau ystyrllon a sgiliau arsylwi i weithio gydag unigolion i nodi anghenion a chanlyniadau a ddymunir.</p> <p>Tystiolaeth o ymrwymiad i ddatblygiad proffesiynol parhaus</p> <p>Gallu archwilio a chymhwyso atebion amgen i unrhyw ddarpariaeth gwasanaeth traddodiadol.</p> <p>Tystiolaeth fod egwyddorion, codau a gwerthoedd proffesiynol Gwaith Cymdeithasol yn sail i waith mewn perthynas ag ymarfer gwrth-wahaniaethol a chynhwysol, ac mae datblygiad proffesiynol y fim yn cael ei wella drwy gyfrannu at y broses hon.</p> <p>Mae safonau ymarfer a pherfformiad yn cael eu gweithredu a'u cyflawni'n gyson.</p> <p>Profiad o asesu anghenion cymhleth unigolion a'u gofalwyr mewn modd sy'n canolbwyntio ar ganlyniadau'r person a bydd pecynnau gofal yn cael eu trafod, eu monitro a'u hadolygu.</p> <p>Mae'n hanfodol gallu sicrhau bod peryglon i unigolion ac eraill yn cael eu hasesu a'u cydbwyso mewn modd sy'n hyrwyddo grymusiad, hunan-benderfyniad, annibyniaeth a dewis i ddefnyddwyr gwasanaeth a'u gofalwyr.</p>	<p>Sgiliau gweinyddol effeithlon ac yn gyfarwydd â Thechnoleg Gwybodaeth a Systemau Gwybodaeth.</p> <p>Yn gallu adlewyrchu'n weithredol a gwerthuso eich arfer eich hun a chyflwyno newidiadau Yn gallu gweithio o fewn terfynau a gytunir arnynt.</p> <p>Defnyddio sgysiau ystyrllon a sgiliau arsylwi i weithio gydag unigolion i nodi anghenion a chanlyniadau a ddymunir.</p> <p>Tystiolaeth o ymrwymiad i ddatblygiad proffesiynol parhaus</p> <p>Tystiolaeth fod egwyddorion, codau a gwerthoedd proffesiynol Gwaith Cymdeithasol yn sail i waith mewn perthynas ag ymarfer gwrth-wahaniaethol a chynhwysol, ac mae datblygiad proffesiynol y fim yn cael ei wella drwy gyfrannu at y broses hon.</p> <p>Mae safonau ymarfer a pherfformiad yn cael eu gweithredu a'u cyflawni'n gyson.</p> <p>Profiad o asesu anghenion cymhleth unigolion a'u gyfaoedd mewn modd sy'n canolbwyntio ar ganlyniadau'r person a bydd pecynnau gofal yn cael eu trafod, eu monitro a'u hadolygu.</p> <p>Mae'n hanfodol gallu sicrhau bod peryglon i unigolion ac eraill yn cael eu hasesu a'u cydbwyso mewn modd sy'n hyrwyddo grymusiad, hunan-benderfyniad, annibyniaeth a dewis i ddefnyddwyr gwasanaeth a'u gofalwyr.</p> <p>Yn gallu archwilio a gweithredu datrysiadau creadigol i gyflawni canlyniadau</p> <p>Sgiliau ymchwil y gellir eu defnyddio i ddatblygu'r gwasanaeth.</p>
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	<p>Yn gallu archwilio a gweithredu datrysiadau creadigol i gyflawni canlyniadau</p>	
<p>Rhinweddau</p>	<p>Yn gallu deall a gweithio o fewn polisiâu Trefniadol i fodloni gwahanol anghenion defnyddwyr gwasanaeth a staff.</p> <p>Yn gallu gweithio'n effeithiol mewn fîm, gan ddarparu cefnogaeth a mentora i'r cyhoedd ar lefel ymarferol ac emosiynol lle bo angen.</p> <p>Brwdfrydedd, hunan-gymhelliant sgiliau dylanwadu.</p> <p>Yn gallu gwerthuso eich arfer eich hun ac eraill a chyflwyno newidiadau.</p> <p>Sgiliau cyfathrebu llafar a di-eiriau da ac arddull hwylusol i sicrhau dealltwriaeth a chynnydd ar gyfer defnyddwyr gwasanaeth, staff cymorth a chydweithwyr llai profiadol.</p> <p>Gwydnwch mewn amgylchedd llawn pwysau.</p> <p>Arddangos cyfrifoldeb am ymddygiad, ymarfer a dysg Proffesiynol da a hyrwyddo ymddygiad o'r fath ymhlith eraill.</p> <p>Yn gallu addasu'n gadarnhaol i amgylchedd gwaith ac arferion sy'n newid a chefnogi eraill drwy newid.</p> <p>Parodrwydd i gofleidio arfer integredig drwy gefnogi'r strwythurau a'r prosesau sy'n newid i gyflawni gwaith amlddisgyblaethol.</p>	<p>Yn gallu deall a gweithio o fewn polisiâu Trefniadol i fodloni gwahanol anghenion defnyddwyr gwasanaeth a staff.</p> <p>Yn gallu i weithio ar y cyd gyda defnyddwyr gwasanaeth, gofalwyr a gweithwyr proffesiynol eraill.</p> <p>Yn gallu gweithio'n effeithiol mewn fîm, gan ddarparu cefnogaeth a mentora i'r cyhoedd ar lefel ymarferol ac emosiynol lle bo angen.</p> <p>Brwdfrydedd, hunan-gymhelliant a sgiliau dylanwadu.</p> <p>Yn gallu gwerthuso eich arfer eich hun ac eraill a chyflwyno newidiadau.</p> <p>Sgiliau cyfathrebu llafar a di-eiriau rhagorol ac arddull hwylusol i sicrhau dealltwriaeth a chynnydd ar gyfer defnyddwyr gwasanaeth, staff cymorth a chydweithwyr llai profiadol.</p> <p>Gallu Cadeirio cyfarfodydd amlasiantaeth yn effeithiol.</p> <p>Gwydnwch mewn amgylchedd llawn pwysau. Gallu cefnogi eraill yn gweithio mewn sefyllfaoedd heriol.</p> <p>Esiampl o ymarfer a dysgu proffesiynol a rhagorol</p> <p>Yn gallu dylanwadu ac addasu'n gadarnhaol i newid o fewn yr amgylchedd gwaith ac arferion a chefnogi eraill drwy newid.</p> <p>Parodrwydd i sicrhau arfer integredig drwy gefnogi'r strwythurau a'r prosesau newidiol i gyflawni gwaith amlddisgyblaethol.</p>

<p>Unrhyw Ofynion / Gwybodaeth arall</p>	<p>Dangos ymwybyddiaeth o'r iaith Gymraeg a diwylliant Cymru yn yr amgylchedd gwaith.</p> <p>Sgiliau trefnu a rheoli amser da</p> <p>Ymagwedd hyblyg a chadarnhaol tuag at ddyletswyddau, patrymau gwaith, lleoliadau ac oriau gan wneud defnydd llawn o dechnoleg fodern a systemau gwaith hyblyg.</p> <p>Mae gallu teithio yn un o ofynion y swydd</p>	<p>Dangos ymwybyddiaeth o'r iaith Gymraeg a diwylliant Cymru yn yr amgylchedd gwaith.</p> <p>Sgiliau trefnu a rheoli amser ardderchog.</p> <p>Ymagwedd hyblyg a chadarnhaol tuag at ddyletswyddau, patrymau gwaith, lleoliadau ac oriau gan wneud defnydd llawn o dechnoleg fodern a systemau gwaith hyblyg gan annog yr un fath ymhlith eraill</p> <p>Mae gallu teithio yn un o ofynion y swydd</p>
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<p>Ffynonellau Tystiolaeth:</p> <ul style="list-style-type: none"> - Gwerthusiadau perfformiad, cyfarfodydd un i un, cyfnod prawf, adborth gan gwsmeriaid ac/neu gydweithwyr. - Dylid dechrau Rhaglen Gadarnhau Addysg a Dysgu Proffesiynol Parhaus ar ôl cwblhau'r Flwyddyn Gyntaf o Ymarfer a'i chwblhau o fewn 3 blynedd ar ôl i'r unigolyn gymhwyso. - Bydd yn rhaid dangos portffolio tystiolaeth i symud ymlaen i raddfa 9
<p>Perfformiad:</p> <p>Gall salwch neu sancsiynau disgyblu gael effaith andwyol ar ddatblygiad gweithiwr drwy'r Llwybr Gyrfa, sy'n golygu efallai y bydd yn rhaid i weithiwr dreulio mwy o amser o fewn pob band uchod. Bydd amgylchiadau arbennig eraill megis cyfnod mamolaeth hefyd yn cael eu cymryd i ystyriaeth.</p>
<p>Cynnydd:</p> <p>Er mwyn datblygu drwy'r Llwybr Gyrfa, bydd angen i weithwyr sicrhau eu bod yn bodloni'r safonau cymwysterau gofynnol ac yn cynhyrchu tystiolaeth fel yr amlinellir uchod. Pan fydd gweithiwr wedi dangos eu bod yn bodloni meini prawf y raddfa nesaf, byddant yn cael eu symud ymlaen i'r raddfa honno. Ni all gweithwyr symud ymlaen i'r Raddfa nesaf nes y byddant wedi bodloni meini prawf y Raddfa honno.</p> <p>Disgwylir y bydd gweithwyr yn datblygu ar hyd y fframwaith Addysg a Dysgu Proffesiynol Parhaus o fewn 3 mlynedd, a disgwylir iddynt ddefnyddio'r holl gymorth sydd ar gael i wella eu profiad dysgu a gwneud y mwyaf o'u potensial. Mae peth disgresiwn a hyblygrwydd yma, ond disgwylir amserlen resymol o hyd.</p> <p>O fewn y Gwasanaethau bydd yn rhaid cyflwyno cofnod o ymarfer myfyriol, datganiad ategol gan y Rheolwr Atebol a derbyn cyfweiliad asesu cymhwysedd er mwyn symud ymlaen i Raddfa 9. Bydd panel sy'n cynnwys y Rheolwr Gwasanaeth perthnasol, Rheolwr Tîm a chynrychiolydd o'r Tîm Datblygu'r Gweithlu yn cynnal y cyfweiliad hwn.</p> <p>Rhaid defnyddio'r Ffurflen Newid Contract i wneud ceisiadau i ddatblygu rhwng camau'r Llwybr. Gellir penodi o fewn strwythur y Llwybr Gyrfa yn unol â'r gofynion uchod.</p>

DENBIGHSHIRE COUNTY COUNCIL JOB DESCRIPTION

Job Title:	Social Worker
Grade:	Grades 8 – 9
Service:	Adult Social Care & Homelessness Service
Service Area:	Complex Disability
Responsible to:	Team Manager – Complex Disability
Job ID Number / Date Issued:	04267 & 04269 / August 2022

Job Purpose

To deliver a high quality social work service to adults and their families to achieve positive outcomes in line with the Service's visions and priorities.

Social Workers are expected to provide support and to develop resilience and independence, ensuring that adults and their families are at the centre of decision making about their lives and the outcomes that they want to achieve without compromising their safety.

The social worker will develop an understanding of the culture, health and social needs of the locality or community to inform practice.

Basic preventative work will be undertaken in order to reduce the need for managed care or accommodation and where necessary the social worker will make and support placement arrangements and future plans for individuals.

Principal Accountabilities and Responsibilities

Job Specific Principle Accountabilities

1. Provide a direct social work service to those adults and families who are identified as in need of care and support in accordance with statute, national and regional policies and guidelines, incorporating an outcome focussed approach, identifying appropriate service responses at different levels to achieve this.
2. Work in partnership and develop effective relationships with colleagues in other Social Service sections, private and voluntary sector, Health and Emergency services to deliver an integrated response to meeting need.
3. Build effective relationships and work in partnership with adults and their families/carers to identify and meet needs and ensure that the rights of the individual are safeguarded.
4. Ensure that the statutory timescales for assessment and review are met.
5. Use Collaborative skills approaches, to support the effective participation of citizens in the assessment, care planning and review processes, ensuring they are at the centre of the decision making.
6. Respond to safeguarding concerns in accordance with the Wales Safeguarding Procedures 2019.
7. Carry out safeguarding investigations and complete risk assessments.
8. Contribute to the preparation and presentation of reports and plans at Strategy meetings, reviews and Case Conferences.
9. Work in partnership with other Social Service areas, developing knowledge and awareness of what is available to ensure access to a range of early and preventative interventions which are community based.

10. Maintain professional accountability for the allocation of resources in accordance with service criteria, legislation, financial and other regulations of the council.
11. Ensure an early and effective response to concerns or complaints.
12. Support adults and their families / carers to actively participate in the development of the service.
13. Prepare appropriately for and contribute effectively to meetings.
14. Chair meetings where required, quality assuring the record/minutes of these meetings. This applies particularly to Integrated Care and Support plan review meetings, Best Interests Meetings and Multidisciplinary Meetings.
15. Prepare written reports for a range of purposes, ensuring they are accurate, coherent, complete and up to date, containing detailed analysis when required.
16. Attend team meetings and contribute to the development of the service
17. Maintain a specific caseload of varied complexity.
18. Use research, theory, evidence based practice and other problem solving methodology in achieving good outcomes for adults and their families and carers.
19. Maintain good recording practices, ensuring records are accurate, coherent, up to date and completed in a timely manner.
20. Ensure that time specific tasks are completed within timescale, and act upon telephone, electronic and written communication received in a timely manner.
21. Immediately bring to the attention of the Team Manager, and in their absence or as appropriate the Deputy Team Manager, any matters of concern or special interest and seek guidance and support with complex decision making.
22. Promote anti-discriminatory practices and act in a non-oppressive way towards individuals, carers and colleagues.
23. Provide a positive role model in relation to conduct within the workplace including good workload and time management.
24. Exercise responsibility under the Health and Safety at Work Act and respond promptly and robustly in relation to these regulations.

Professional Development

1. You must maintain your professional registration and comply with post-registration training and learning, continue in professional education and learning, and fitness to practise requirements.
2. Prepare for and participate in professional supervision and performance development reviews to support personal development and adherence to professional standards.
3. Attend training and seminars designed to develop the personal and professional expertise of the post and disseminate knowledge and learning to colleagues across the service as appropriate.

Corporate Duties & Responsibilities

1. Compliance with the Authority's Policies and Procedures and to make known to Senior Officers any areas which are not adequately covered.
2. To participate actively in supporting the Authority's principles and practices of equality of opportunity as laid down within the Equalities Policy.
3. To be responsible for the application of Health & Safety practices within the daily operations, sharing a common responsibility for Health & Safety across the department, directorate and Authority as a whole.
4. Employees will be required to give certain information relating to themselves in order that the Authority may properly carry out its duties, rights and obligations as an employer. The Authority will process and control such data principally for personnel, administrative and payroll purposes.

5. As a term of your employment and in order to maintain effective departmental operations, you may be required to undertake any other reasonable task, commensurate with your grade, as determined by your Line Manager or Head of Service.
6. To be responsible for establishing good working relationships both internally and externally.
7. Denbighshire is committed to safeguarding children and vulnerable groups. All Council employees are expected to be aware of the Corporate Safeguarding Policy and their responsibility to report any concerns in the appropriate manner and timescales.

Resources/Equipment/Material

N/A

Supervision/Management of People

Develop skills to be able to delegate casework and support work effectively and appropriately, providing advice and guidance in a clear and holistic manner to facilitate change and maximise potential.

Knowledge, Skills, Training and Experience

- Qualification in Social Work i.e. Degree in Social Work or recognised predecessor equivalent such as DipSW.
- Be registered with the Care Council for Wales as a 'Social Worker' and re-register at three yearly intervals.
- At the end of Year 2 having completed 1st year in practice requirements, be able to demonstrate an initial consolidation of Social Work practice.
- An approved Continued Professional Education and Learning (CPEL Consolidation Programme should commence on completion of the First Year in Practice and be completed by the time the person is 3 years post qualified.
- On completion of CPEL Consolidation Programme a portfolio of evidence will need to collated for progression to grade 9
- There will be an opportunity to undertake training to supervise and assess student social workers throughout their practice learning opportunities.

Special Working Conditions

When working alone (providing face to face service at various locations around Denbighshire or in clients' own homes) the postholder must be aware of the need to work within the parameters of the Lone Working Policy and be aware of their own health and safety.

There will be a requirement to work within assigned localities, and the ability to travel is essential for the role.

There will be the expectation that you will respond to service needs outside of your locality as and when required by the management team.

The postholder will work on the Duty System Rotas – as set out by the relevant Manager.

Employment Checks/ Specific Requirements

A DBS Check is required for this role due to one to one contact with citizens and carers

All new starters are required to undergo our standard safer recruitment checks; DBS clearance, 2 satisfactory references covering 3 years' employment, evidence of essential qualifications, evidence of Right to Work in the UK.

Denbighshire County Council recognises its obligations to safeguard children and adults together with preventing slavery and human trafficking and will do all in its power to prevent slavery and human trafficking within its business. Modern slavery can take many forms including the trafficking of people, forced labour, servitude and slavery.

Safeguarding is everyone's business and all Denbighshire employees are required to work in accordance with the Council's Child and Adult Safeguarding policies and procedures and have a duty to report any concerns which may be noted during the course of their duties and are asked to be alert to the signs of exploitation. Concerns should be raised via their Designated Safeguarding Manager in order that the Council can take prompt action when exploitation is identified.

Vision/Context

Adult Social Care & Homelessness Service Vision

Our vision is to support individuals to maintain or recover their independence by providing early intervention and prevention services that also support the development of individuals' and communities' resilience and not reliance on formal care services.

The social care part of the service is also focused on providing and commissioning high quality care and support services for those in greatest need but this is still with a focus on the principles of least intervention and reducing dependence.

This vision is delivered through working in partnership with local communities, health, the 3rd sector and others to deliver both mainstream and targeted services that promote independence and resilience.

Our vision is supported by legislation contained in the [Social Services and Well-being Act \(Wales\) 2014](#) and the [Housing Act \(Wales\) 2014](#).

The post holder, will be expected to provide advice for cases in the field they specialise in and will provide support and guidance to the Social Care Practitioners in undertaking less complex cases. Taking the lead on good practice, they will attain high professional standards in relation to their work.

Job Title – Career Pathway

These roles are part of a Career Path, meaning we are able to consider applicants who perhaps do not meet all the criteria of a fully qualified and experienced Senior Social Worker.

Applicants meeting all the criteria set out in the highest graded role will be given priority consideration for interview. However, we also welcome applications from those meeting the criteria in the lower grades. The successful candidates will be supported to progress through the grades until they are suitably qualified and experienced, and will be paid according to the criteria they meet

	Grade 8	Grade 9
	Experienced Social Worker ID 02762	Senior Social Worker ID 02746

<p>Qualifications</p>	<p>Qualification in Social Work i.e. Degree or Social Work predecessor e.g. DipSW</p> <p>Registration with the Care Council as a 'social worker'</p> <p>For Social Workers qualified from 2012: Completion of approved CPEL Consolidation programme within 3 years post qualification.</p>	<p>Qualification in Social Work i.e. Degree or Social Work predecessor e.g. DipSW</p> <p>Registration with the Care Council as a 'social worker'</p> <p>For Social Workers qualified from 2012: Attainment of the CPEL Consolidation in Social work programme</p>
<p>Relevant Experience</p>	<p>Able to demonstrate working to national occupational standard for Social Work and the Care Council for Wales Code of Practice for Social Care Workers.</p> <p>Experience of working in a multi-disciplinary multi-agency setting and developing effective relationships.</p>	<p>Able to demonstrate working to national occupational standard for Social Work and the Care Council for Wales Code of Practice for Social Care Workers.</p> <p>Experience of working in a multi-disciplinary multi-agency setting and developing effective relationships.</p> <p>Experience and evidence of working with complex cases and using Safeguarding procedures.</p>
<p>Knowledge and Skills</p>	<p>Knowledge of relevant legislation, Government initiatives and their implications especially the Social Services and Wellbeing (Wales) Act 2014.</p> <p>Knowledge and demonstration of the values of social work</p> <p>Excellent written communication and recording skills</p> <p>Efficient administrative skills and familiarity with Information Technology and Information Systems.</p> <p>The ability to actively reflect and evaluate own practice and implement changes. The ability to work within agreed boundaries.</p> <p>Using meaningful conversations and observation</p>	<p>Detailed knowledge of relevant legislation, Government initiatives and the implications especially the Social Services and Wellbeing (Wales) Act 2014 and the Mental Capacity Act 2005</p> <p>Knowledge and demonstration of the values of social work</p> <p>Excellent written communication and recording skills</p> <p>Efficient administrative skills and familiarity with Information Technology and Information Systems.</p> <p>The ability to actively reflect and evaluate own practice and implement changes</p> <p>The ability to work within agreed boundaries.</p> <p>Using meaningful conversations and observation skills to work with individuals to identify needs and desired outcomes.</p> <p>Evidence of commitment to continued professional development.</p>

	<p>skills to work with individuals to identify needs and desired outcomes.</p> <p>Evidence of commitment to continued professional development.</p> <p>The ability to explore and apply alternative solutions to any traditional service provision.</p> <p>Evidence that professional principles, codes and values of Social work are underpinning work in relation to anti discriminatory and inclusive practice, and team professional development is enhanced by contributing to this process.</p> <p>Practice and performance standards are consistently applied and achieved.</p> <p>Experience of assessing the complex needs of individuals and their carers in a person centred outcome focussed way and packages of care negotiated, monitored and reviewed.</p> <p>Ability to ensure risks to individuals and others are assessed and balanced in a way that promotes empowerment, self-determination, independence and choice for service users and their carers is essential.</p> <p>The ability to explore and apply creative solutions to achieving outcomes</p>	<p>Evidence that professional principles, codes and values of Social work are underpinning work in relation to anti discriminatory and inclusive practice, and team professional development is enhanced by contributing to this process.</p> <p>Practice and performance standards are consistently applied and achieved.</p> <p>Experience of assessing the complex needs of individuals and their carers in a person centred outcome focussed way and packages of care negotiated, monitored and reviewed.</p> <p>Ability to ensure risks to individuals and others are assessed and balanced in a way that promotes empowerment, self determination, independence and choice for service users and their carers is essential.</p> <p>The ability to explore and apply creative solutions to achieving outcomes</p> <p>To have research skills which can be utilised service development</p>
<p>Personal Qualities</p>	<p>Ability to comprehend and work within Organisational policies to meet the differing needs of service users and staff.</p>	<p>Ability to comprehend and work within Organisational policies to meet the differing needs of service users and staff.</p>

	<p>Effective team player, providing support and mentorship to peers on a practical and emotional level when necessary.</p> <p>Enthusiasm, self-motivation and ability to influence.</p> <p>The ability to evaluate own and others' practice and implement changes.</p> <p>Good verbal and non-verbal communication skills and a facilitative style to ensure understanding and progress for service users, support staff and less experienced colleagues.</p> <p>Resilience in a pressurised environment.</p> <p>Demonstrate responsibility for good Professional conduct, practice and learning and promote such behaviors in others.</p> <p>Ability to adapt positively to changing working environment and practices and to support others through change.</p> <p>Willingness to embrace integrated practice by supporting the changing structures and processes to achieve multi-disciplinary working.</p>	<p>Ability to work collaboratively with service users, cares and other professionals</p> <p>Effective team player, providing support and mentorship to peers on a practical and emotional level when necessary.</p> <p>Enthusiasm, self-motivation and ability to influence.</p> <p>The ability to evaluate own and others' practice and implement changes.</p> <p>Excellent verbal and non-verbal communication skills and a facilitative style to ensure understanding and progress for service users, support staff and less experienced colleagues.</p> <p>Ability to effectively Chair multidisciplinary meetings</p> <p>Resilience in a pressurised environment. The ability to support others working in stressful situations.</p> <p>Role model excellent professional practice conduct and learning</p> <p>The ability to influence and adapt positively to change within the working environment and practices and to support others through that change.</p> <p>Willingness to ensure integrated practice by supporting the changing structures and processes to achieve multi-disciplinary working.</p>
<p>Any Other Requirements / Information</p>	<p>To demonstrate awareness of the Welsh Language and culture within the working environment</p> <p>Good time management and organisational skills</p> <p>Has a flexible and positive approach to duties, working patterns, locations and hours</p>	<p>To demonstrate awareness of the Welsh Language and culture within the working environment.</p> <p>Excellent time management and organisational skills.</p> <p>Has a flexible and positive approach to duties, working patterns, locations and hours making full use of modern</p>

	<p>making full use of modern technology and flexible working systems.</p> <p>The ability to travel is a requirement of the post</p>	<p>technology and flexible working systems and encourages the same in others</p> <p>The ability to travel is a requirement of the post</p>
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Evidence Sources:

- Performance appraisals, one-to-one's, probationary period, feedback from customers and/or colleagues
- Completion of Continued Professional Education and Learning (CPEL Consolidation Programme should commence on completion of the First Year in Practice and be completed by the time the person is 3 years post qualified.
- Portfolio of evidence will need to collated for progression to grade 9

Performance:

Employee sickness or disciplinary sanctions may have an adverse effect on progression through the Career Pathway, resulting in the employee spending longer within each band above. Other extenuating circumstances such as maternity leave will also be taken into consideration.

Progression:

In order to progress through the Career Pathway employees will need to ensure that they meet the required qualification standards and produce evidence as per the above. Once an employee has demonstrated they meet the criteria of the next grade, they will then move into this grade. Employees cannot progress to the next Grade until they meet the criteria for that Grade.

It is expected that employees will progress through the CPEL framework within 3 years, and be expected to access all available support to enhance their learning experience and maximise their potential. There is some discretion and flexibility here but a reasonable timeframe is still expected.

In Adult Social Care & Homelessness Services, progression to Grade 9 will be achieved via a submission of a record of reflective practice, supporting statement from Line Manager and a competency based assessment interview. This will be conducted by a panel consisting of the relevant Service Manager, Team Manager and a representative of the Workforce Development Team.

Applications for progression between pathway stages must be done using the Contract Change Form. Appointments can be made within the Career Pathways structure in line with above requirements.