Proffil Swydd/Job Profile

Teitl y Swydd – Athro/Athrawes

Post Title - Teacher

Adran	Addysg a Phlant
Department	Education and Children
Is-Adran/Adain	Ysgolion
Division/Section	Schools
Gradd/Grade	Graddfa Cyflog Athrawon Teacher Pay Scale
Rhif y Swydd/Post Number	
Paratowyd Gan/Prepared by	Head Teacher / Pennaeth
Dyddiad Paratoi/Date prepared	

Disgwylir i bob gweithiwr gynnal gwerthoedd craidd yr Awdurdod, sydd wedi'u hadlewyrchu yn ein Fframwaith Ymddygiad a Gwerthoedd, a chynnal egwyddorion Polisi Cydraddoldeb ac Amrywiaeth yr Awdurdod neu, os ydynt yn gweithio mewn ysgol, Bolisi Cydraddoldeb ac Amrywiaeth yr ysgol, fel sy'n briodol i lefel atebolrwydd a chyfrifoldeb y swydd yn y sefydliad

Every employee is expected to uphold the authority's core values reflected within our Behaviour and Values Framework and maintain the principles of the authority's Equality and Diversity Policy or, if employed within a school, the school's Equality and Diversity Policy, as appropriate to the accountabilities and seniority of the post within the organisation.

Prif Ddiben y Swydd

• Ymarferydd ystafell ddosbarth rhagorol;
• Cydweithio'n effeithiol fel rhan o dîm gweithgar a brwdfrydig;
• Cymryd cyfrifoldeb dros ddysgu Cymraeag fel ail iaith ar draws yr ysgol;
• Gweithio'n greadigol er mwyn cyrraedd nodau ac amcanion yr ysgol;
• Gweithio'n gydwybodol gan gynnal a herio safonau uchel;
• Gweithredu systemau effeithiol i asesu, adrodd ar gynnydd a dadansoddi cynnydd disgyblion yn unol a pholisi'r ysgol;
• Gosod y dysgu fel prif ffocws ar gyfer cynllunio, rheoli adnoddau, monitro, adolygu a gwerthuso;
• Meithrin safonau, cynhwysiant a lles ein holl ddysgwyr; cyfoethogi'r cwricwlwm wrth ymestyn profiadau tu allan i'r ysgol
• Hyrwyddo a chynnal disgwyliadau uchel o ymddygiad ag agwedd at ddysgu ;
• Gweithio ar y cyd I gynllunio cwricwlwm sy'n hyrwyddo Cymreictod ac yn angerddol am ein hiaith, ein traddodiadau a'n diwylliant lleol a chenedlaethol;
• Cyfoethogi'r cwricwlwm trwy ymestyn profiadau y tu hwnt i'r ystafell ddosbarth;
•Cyfathrebu'n hyderus ar lafar ac yn ysgrifenedig yn y Saesneg ,a meddu ar sgiliau digidol da gyda'r gallu I ddefnyddio TGCh ar draws y cwricwlwm
• Cydweithio gyda rhieni/gofalwyr i sicrhau partneriaeth ryngweithiol rhwng y cartref a'r ysgol;
Fel aelod allweddol o'r tîm, gwneud cyfraniad sylweddol, cadarnhaol a phroffesiynol at ddyfodol yr ysgol.

Prif gyfrifoldebau

• Darparu cwricwlwm datblygiadol sydd yn eang, cytbwys a phwrpasol;
• Rhannu cyfrifoldeb gyda'r athro / athrawes ddosbarth I sicrhau cynnydd yn sgiliau a safonnau llafar ac ysgrifenedig Cymraeg ail iaith .
• Cynllunio'n fwriadus i sicrhau dilyniant a pharhad ar gyfer datblygu medrau disyblion, gan gefnogi a herio i ddatblygu ein dysgwyr yn unigolion hyderus ac annibynnol;
• Darparu adborth adeiladol i ddisgyblion er mwyn symud eu dysgu ymlaen;
• Datblygu strategaethau asesu ar gyfer dysgu effeithiol gan ddarparu adborth effeithiol I'r disgyblion er mwyn sicrhau cynnydd addysgol;
• Sicrhau bod y wybodaeth a gesglir wrth asesu yn cael ei ddadansoddi a'i ddefnyddio'n effeithiol er mwyn hybu'r dysgu a chynllunio'r addysgu;
• Monitro ac arfarnu ansawdd y ddarpariaeth a gosod targedau realistig ar gyfer gwelliant;
• Cefnogi a hybu lles pob disgybl;
• Hyrwyddo, trwy esiampl bersonol, safon uchel o addysgu a phroffesiynoldeb;
• Cydweithio gyda staff cymorth i drefnu cyfrifoldebau er mwyn cefnogi disgyblion;
• Rheoli defnydd effeithiol o amser ar gyfer ei hun ac eraill;
• Hybu diwylliant o ddisgwyliadau uchel ar gyfer ei hun ac eraill;
• Cyfrannu at gynllun datblygu a phrosesau hunan arfarnu'r ysgol;
• Hybu a darparu gweithgareddau allgyrsiol;
• Cydweithio gydag unigolion a grwpiau lleol i sicrhau bod yr ysgol yn chwarae rhan lawn yn y gymuned;

• Hyrwyddo diwylliant o waith tîm, lle mae barn pawb yn cael ei werthfawrogi a'i ystyried; • Cydweithio a chefnogi'r holl staff i gyflawni blaenoriaethau'r ysgol; • Cefnogi i werthuso effeithiolrwydd polisïau a blaenoriaethau'r ysgol yn flynyddol.
Yn gyfrifol am staff/offer
Addysgu dosbarth/dosbarthiadau.
Yn atebol i
Y Pennaeth, Corff Llywodraethol ac UDA

Meini Prawf Hanfodol

Cymwysterau, Hyfforddiant galwedigaethol ac Aelodaeth Broffesiynol

Statws athro cymwysedig.

Gradd Anrhydedd.

Y sgiliau sy'n ymwneud â'r swydd a Gallu oed

Y gallu i weithio'n effeithiol gydag ystod o weithwyr proffesiynol ac o fewn tîm;

Y gallu i ddangos ymroddiad ac effeithiolrwydd fel enghraifft o athro da;

Y gallu i drefnu a rheoli amser ac adnoddau gan flaenoriaethu yn effeithiol;

Meddu ar sgiliau rheoli Dosbarth da.

Y gallu i archwilio, gwneud penderfyniadau a datrys problemau.

Sgiliau llafar ac ysgrifenedig cywir yn y Gymraeg er mwyn ei ddysgu fel ail iaith;

Sgiliau llefaredd a rhifedd dda;

Sgiliau digidol hyderus.

Gwybodaeth

Gwybodaeth fanwl am y Cwricwlwm i Gymru a phwysigrwydd cefnogi datblygiad y pedwar diben craidd;

Gwybodaeth a dealltwriaeth o faterion cyfoes sy'n wynebu addysg gynradd;

Gwybodaeth a dealltwriaeth o ddulliau addysgu a dysgu effeithiol;

Gwybodaeth a dealltwriaeth o strategaethau i hybu dysgu a rheoli ymddygiad;

Gwybodaeth a dealltwriaeth o'r defnydd effeithiol o sgiliau digidol i hyrwyddo'r cwricwlwm;

Profiad

Profiad fel ymarferydd dosbarth effeithiol naill ai fel myfyriwr neu fel rhan o'r ysgol.

Rhinweddau personol

Brwdfrydedd, ymroddiad, cymhelliant, cydwybodolrwydd.

Hyder, dibynadwyedd, gonestrwydd.

Yn gallu gweithio'n annibynnol a chydweithio gyda thim gweithgar a chydwybodol.

Sgiliau cyfathrebu da.

Meini Prawf Dymunol
Sgiliau Cymraeg llafar da iawn . Y gallu I arwain gweithgareddau all gyrsiol

Sgiliau Iaith /Cyfathrebu

Cliciwch ar y ddolen - Pa lefel ydych chi?

Cymraeg	**Sgiliau Llafar Lefel 2**	**Sgiliau Ysgrifennu Lefel 2**
Saesneg	**Sgiliau Llafar Lefel 5**	**Sgiliau Ysgrifennu Lefel 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 Adran A – y math o ddatgeliad **Datgeliad Manwl gan wirio'r rhestr wahardd** Adran B – y math o weithlu **Y gweithlu plant**

Y RHESWM
Yn gweithio mewn ysgol gynradd gyda disgyblion 11 - 16 oed.

UNRHYW WYBODAETH ARALL Mae diogelu yn fater i bawb. Mae gan bob un ohonom gyfrifoldeb am amddiffyn plant ac oedolion sydd mewn perygl, gweithio mewn ffordd sy'n hyrwyddo ac yn cefnogi eu budd pennaf, a rhoi gwybod am unrhyw bryderon.

Main Purpose of Job

• To be an excellent classroom practitioner;
• Work effectively as part of a hardworking and motivated team;
• Take responsibility for Welsh as a Second Language across the school;
• To work conscientiously to maintain and challenge high standards;
• Operate effective systems to assess, report on and analyse pupil progress in line with school policy;
• Ensure that learning is the focus of planning, managing resources, monitoring, reviewing and evaluating;
• To foster the standards, inclusion and wellbeing of all our learners, enriching the curriculum by extending experiences beyond the classroom;
• Facilitate and promote high expectations in behaviour and attitudes to learning;
• Work collaboratively to plan and deliver an inspiring curriculum that is passionate about our Welsh language, traditions and our local and national culture;
• Communicate confidently in spoken and written English and have good ICT skills and the knowledge of the effective use of ICT across the curriculum;
• Work with parents/carers to promote an interactive partnership between home and school.

Key responsibilities

• Work closely with colleagues to deliver a developmental curriculum that is purposeful and balanced;
• Take a shared responsibility with class teachers to ensure pupils' oral and written standards of Welsh as a second language are progressing;
• Plan meticulously in order to ensure that pupils' skills are continuously developed, providing support and challenges in order to develop pupils to be confident and independent;
• Develop effective assessment for learning strategies and provide effective, constructive feedback to pupils in order to ensure their learning progresses;
• Ensure that the information gained through assessment is analysed and used effectively to promote learning and plan teaching;
• Monitor and evaluate the quality of the provision and set realistic targets for improvement;
• To support and promote every child's wellbeing;
• Promote, through personal example, a high standard of teaching and professionalism;
• Work with support staff to arrange responsibilities and support pupils;
• Manage effective use of time for themself and others;
• Promote a culture of high expectations for themself and others;
• Contribute towards the school's development plan and self evaluation processes;
• Promote and provide extra-curricular activities;
• Work with local individuals and groups to ensure that the school plays a full part within the community;
• Promote a culture of teamwork, where everyone's views are appreciated and considered;

• Support and work with all staff to accomplish the school's priorities; • Support the evaluation of school policies and priorities annually.
Responsible for staff/equipment
Teaching a class/classes
Reporting to
Headteacher, Governors and SLT

Essential Criteria

Qualifications, Vocational training and Professional Memberships

Qualified teacher status.

Honours Degree.

Job Related Skills and Competencies

The ability to work effectively with a range of professionals and within a team;

The ability to show commitment and effectiveness as a good classroom teacher;

The ability to manage time and resources effectively;

Have good classroom management skills;

Have good oral and written skills in Welsh to teach it as a second language;

Good literacy and numeracy skills;

Confident digital skills.

Knowledge

Sound knowledge of the Curriculum for Wales and the importance of supporting the development of the four core purposes;

Knowledge and understanding of effective teaching and learning methods;

Knowledge and understanding of strategies to promote learning and control behaviour;

Knowledge and understanding of the expectations within English-medium schools to deliver Welsh as a second language to all our learners;

Knowledge and understanding of the effective use of digital skills to enhance the curriculum.

Experience

Experience as an effective classroom practitioner either as a student or as part of a school.

Personal qualities

Enthusiasm, dedication, motivation, conscientiousness.

Confidence, dependability, honesty.

The ability to work independently and as part of a hardworking team.

Have good communication skills.

Desirable Criteria

Very good Welsh language oral skills.

The ability to lead extra-curricular activities

Language and Communication Skills

Click on the link What level are you?

Welsh	**Spoken Level 2**	**Written level 2**
English	**Spoken Level 5**	**Written level 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: **Section A – type of disclosure** **Enhanced Disclosure with Barred list check** **Section B – workforce type** **Child Workforce**

JUSTIFICATION
Working in a school with children from 11 - 16 yrs.

ANY OTHER INFORMATION Safeguarding is everyone's business. All of us have a responsibility for protecting children and adults at risk, working in a way that promotes and supports their best interests and for reporting any concerns.