



**Swyddog Cefnogi Dewis: Cam-drin Pobl Hŷn a Chyfiawnder**  
**22.5 awr yr wythnos**  
**(Cyfnod penodol o 12 mis)**  
**Ysgol y Gyfraith Aberystwyth**  
**Canolfan Astudio Heneiddio, Cam-drin a Chyfiawnder**  
Graddfa 5 - £21,843 – £24,565 y flwyddyn pro rata



*I hyrwyddo gweithlu hyblyg, bydd y Brifysgol yn ystyried ceisiadau gan unigolion sy'n ceisio am swydd gyda threfniadau gweithio amser llawn, rhan-amser, rhannu swydd, neu yn ystod y tymor yn unig.*

Mae angen Swyddog Cefnogi Dewis ar gyfer y prosiect ymchwil mawr ar Gam-drin Pobl Hŷn a Chyfiawnder, sydd wedi derbyn grant o £890,000 gan y Loteri Fawr. Swydd ran-amser (0.6 CALI) am gyfnod o 12 mis yw hon. Ymyrraeth ymchwiliol dri cham yw'r prosiect, gyda'r nod o sicrhau cipolwg fanwl ar y ffactorau sy'n helpu pobl hŷn i sefydlu perthynas gadarnhaol ar ôl iddynt gael eu cam-drin gan aelodau o'r teulu. Mae'r prosiect wedi'i leoli yn Sir Gâr a Chaerdydd, ond bydd deiliad y swydd yn gweithio'n bennaf yn Sir Gâr. Bydd y Swyddog Cefnogi Dewis yn gweithio yn y gymuned gyda phobl hŷn a'u teuluoedd.

Darperir hyfforddiant.

Mae croeso i ddarpar ymgeiswyr gysylltu'n gyfrinachol â Sarah Wydall ([sww@aber.ac.uk](mailto:sww@aber.ac.uk) – 07833 777 549). I gael rhagor o wybodaeth am y Prosiect Dewis, gweler <http://choice.aber.ac.uk/>

**Bydd ymgeiswyr llwyddiannus yn cael eu gwirio gan y Gwasanaeth Datgelu a Gwahardd (DBS).**

**Cyf: IBL.17.1156**  
**Dyddiad Cau: 3 Mai 2017**

Am fwy o wybodaeth ac am ffurflen gais ewch i <https://jobs.aber.ac.uk/cy/home.html>

Sefydliad Dwyieithog sy'n gweithredu Cynllun Iaith Gymraeg ac yn ymroddedig i Gyfle Cyfartal.





**Choice Support Worker: Elder Abuse and Justice**  
**22.5 hours per week**  
**(Fixed term of 12 months)**  
**Aberystwyth Law School**  
**Centre for the Study of Ageing, Abuse and Justice**  
Grade 5 - £21,843 – £24,565 per annum pro rata



*To promote a flexible workforce, the University will consider applications from individuals seeking full time, part time, job share, or term time only working arrangements.*

A Choice Support Worker is required for the major research project on Elder Abuse and Justice, which has received a grant of £890,000 from the Big Lottery. The post is part-time (0.6 fte) for a period of 12 months. The project is an exploratory three-stage intervention, aimed at providing a detailed insight into the factors that help older people establish positive, empowering relationships after experiencing abuse by family members. The project is based in Camarthenshire and Cardiff. However the post holder will work primarily in Camarthenshire. The Choice Support Worker will be community based and will work with older people and their families.

Training will be provided.

Potential applicants are welcome to contact, in confidence: Sarah Wydall ([sww@aber.ac.uk](mailto:sww@aber.ac.uk) – 07833 777 549). For further information on the Choice Project see <http://choice.aber.ac.uk/>

**Successful applicants will be subject to a Disclosure and Barring Service Check (DBS) check.**

**Ref: IBL.17.1156**

**Closing Date: 3 May 2017**

For information please go to <https://jobs.aber.ac.uk/en/vacancies.html>

We are a Bilingual Institution which operates a Welsh Language scheme and is committed to Equal Opportunities.



## **Manylion Pellach (English Below)**

**Mae'r swydd-ddisgrifiad hon yn amodol ar ei hadolygu a'i diwygio yn sgil anghenion newidiol y Brifysgol, i ddarparu cyfleoedd datblygu priodol a/neu ychwanegu dyletswyddau rhesymol eraill.**

### **Prif Ddyletswyddau a Chyfrifoldebau**

Fel aelod o'r Tîm Prosiect, bydd y Swyddog Cefnogi Dewis yn cydgysylltu ag ymarferwyr arbenigol o'r asiantaethau statudol a'r trydydd sector.

Bydd y rôl yn cynnwys:

- Cynnig i'r dioddefwyr-goroeswyr ac aelodau eraill y teulu (lle bo'n briodol) wybodaeth ynghylch cyfiawnder sifil, cyfiawnder troseddol a dulliau adferol newydd a sut y gellir defnyddio'r rhain;
- Gweithio gyda'r rheiny yr honnir eu bod wedi niweidio'r person hŷn;
- Cynnig strategaethau ar gyfer datrys y broblem fel y gwêl y person hŷn hi;
- Darparu gwybodaeth a chefnogi'r person hŷn i gael mynediad at wasanaethau/asiantaethau eraill os yw'r person hŷn yn dymuno mabwysiadu agwedd les a/neu gyfiawnder a/neu adferol;
- Cefnogi'r person hŷn i fod mewn sefyllfa i wneud dewis cytbwys;
- Ceisio adnabod pwy allai gefnogi'r person hŷn;
- Gweithio gyda phartneriaid lleol yn y sector statudol a'r trydydd sector i hyrwyddo'r Prosiect ac i sicrhau cyd-ddealltwriaeth o'r protocolau, yn arbennig ynghylch rhannu gwybodaeth;
- Adnabod ffyrdd o asesu lles trwy ymgysylltu â'r person hŷn;
- Darparu mewnbwn i'r ymgyrch codi ymwybyddiaeth trwy amryw ffyrdd yn cynnwys defnyddio'r cyfryngau cymdeithasol;
- Gweithio gyda'r tîm Dewis i gefnogi denu a hyfforddi gwirfoddolwyr;
- Rhoi mewnbwn i elfen ymchwil y Prosiect;
- Cydgysylltu'n agos â'r Ymarferydd Dewis a'r Tîm Prosiect;
- Gweithredu camau dilynol ar gyfer pob un o'r deilliannau a sicrhau bod y cynlluniau a gytunwyd yn cael eu gweithredu;
- Cynrychioli'r Prosiect yn y gymuned ehangach;
- Ymgymryd â dyletswyddau iechyd a diogelwch a chyfrifoldebau sy'n briodol i'r swydd;
- Ymroi i Bolisi Cyfle Cyfartal ac Amrywioldeb y Brifysgol, yn ogystal â deall sut y mae'n berthnasol i gyfrifoldebau'r swydd;
- Ymroi i'ch datblygiad eich hun a'ch staff trwy wneud defnydd effeithiol o adolygu perfformiad a datblygiad staff y Brifysgol;
- Unrhyw ddyletswyddau eraill y gofynnir i chi eu cyflawni, o fewn rheswm.

### **Manyleb y Person**

<b>Hanfodol</b>	<b>Dymunol</b>
Cynghorydd Trais yn y Cartref Annibynnol Cymwys (neu gyfatebol o ran hyfforddiant neu brofiad).	Profiad o weithio gyda darparwyr gwasanaethau i bobl hŷn mewn perygl.
Profiad o weithio gydag oedolion mewn perygl.	Ymwybyddiaeth o ddatblygu polisi a deddfu yng Nghymru.
Gwybodaeth am ddiogelu oedolion.	Hyfredrus yn MS Office.



Ymwybyddiaeth o aml-asiantaethau sy'n gweithio ym meysydd cam-drin yn y cartref a gofal cymdeithasol a lles pobl hŷn,	
Sgiliau cyfathrebu da, natur empathig ac ymrwymiad i hybu hawliau oedolion mewn perygl.	
Arbennig o drefnus gyda sgiliau ysgrifenedig a llafar da.	
Gallu blaenoriaethu llwyth gwaith a chwrrd â dyddiadau cau.	
Gallu gweithio mewn tîm.	
Gallu gweithio'n annibynol yn y gymuned.	
Gallu cyfrannu i wefan y Prosiect a defnyddio'r cyfryngau cymdeithasol yn rheolaidd.	
Trwydded Yrru ddilys yn y DU, neu hawl gyfatebol i yrru yn y DU, a char (bydd costau teithio yn cael eu had-dalu yn unol â chyfraddau Prifysgol Aberystwyth).	
Y gallu i ddeall natur ddwyieithog y Brifysgol ac ymwybyddiaeth o'r trefniadau sydd mewn lle i gefnogi gweithio yn ddwyieithog	Lfelau Iaith Gymraeg C2 Siarad a Ygrifennu**

**\*\* Lfelau Iaith Gymraeg C2 Siarad; Rwy'n gallu:**

- *deall adroddiadau ac erthyglau yr wyf yn dod ar eu traws yn fy ngwaith, gan gynnwys syniadau cymhleth wedi'u mynegi mewn iaith gymhleth.*
- *cymryd rhan yn ddiymdrech mewn trafodaeth.*
- *mynegi fy hunan yn rhugl a chyfleu arlliwiau ystyr yn gywir.*
- *addasu ac ailstrwythuro fy nghyfraniad wrth imi gwrdd ag unrhyw anhawster a wynebir, mor esmwyth fel braidd nad yw pobl eraill yn ymwybodol ohono.*
- *cyngori ar faterion cymhleth, anodd a chynhennus megis materion cyfreithiol neu ariannol, i'r graddau y mae fy ngwybodaeth arbenigol yn ymestyn.*
- *cyflwyno disgrifiadau neu ddadleuon yn dda, yn llyfn ac yn glir, yn y cywair sy'n briodol i'r cyd-destun, ac sydd â strwythur rhesymegol ac effeithiol sy'n helpu i dynnu sylw'r sawl sy'n gwrando ar y pwyntiau arwyddocaol.*

**Lfelau Iaith Gymraeg C2 Ygrifennu; Rwy'n gallu:**

- *cymryd nodiadau llawn a chywir a pharhau i gymryd rhan mewn cyfarfodydd a seminarau.*
- *ysgrifennu testunau wedi'u strwythuro'n dda ac yn llyfn ac yn y cywair priodol.*
- *ysgrifennu adroddiadau neu erthyglau technegol gymhleth strwythuredig sy'n helpu i dynnu sylw'r sawl sy'n darllen, at y pwyntiau arwyddocaol.*
- *ysgrifennu adolygiadau o weithiau proffesiynol a/neu rai llenyddol.*



## **Further Particulars**

**This job description is subject to review and amendment in the light of the changing needs of the University, to provide appropriate development opportunities and/or the addition of any other reasonable duties.**

## **Main Duties & Responsibilities**

As a member of the Project Team, the Choice Support Worker will liaise with specialist practitioners from both statutory agencies and the third sector.

The role will include:

- Offering the victim-survivors and other family members (where appropriate) information on civil justice, criminal justice and new restorative approaches and how these might be used;
- Working with those alleged to have harmed the older person;
- Providing strategies for resolving the problem as the older person sees it;
- Providing information and supporting the older person in accessing other services/agencies if the older person wishes to adopt both a welfare and/or a justice and/or restorative approach;
- Supporting the older person so they are in a position to make an informed choice;
- Seeking to identify who could act in a supportive capacity for the older person;
- Working with local partners in the statutory and third sectors to promote the Project and to ensure a mutual understanding of the protocols especially around information sharing;
- Identifying ways to assess well-being through engagement with the older person;
- Providing input into the awareness raising campaign through a variety of mediums including the use of social media;
- Working with the Choice team in supporting the recruitment and training of volunteers;
- Providing input into the research component of the Project;
- Liaising closely with the Choice Practitioner and the Project Team;
- Following up all outcomes and ensuring agreed plans are adhered to;
- Representing the Project in the wider community;
- To undertake health and safety duties and responsibilities appropriate to the post;
- To be committed to the University's Equal Opportunities and Diversity Policy, together with an understanding of how it operates within the responsibilities of the post;
- To be committed to your own development and that of your staff through the effective use of the University's staff development and performance review;
- Any other duties reasonably requested.

## **Person Specification**

<b>Essential</b>	<b>Desirable</b>
Qualified Independent Domestic Violence Advisor (or equivalent training or experience).	Experience of working with providers of services for older people at risk.
Experience of working with adults at risk.	An awareness of policy development and law making in Wales.



Knowledge of adult safeguarding.	Proficient in MS Office.
An awareness of multi-agency working in the areas of domestic abuse and the social care and welfare of older people.	
Good communication skills, an empathetic nature and a commitment to promoting the rights of adults at risk.	
Highly organised with good written and verbal skills.	
The ability to prioritise workload and meet tight deadlines.	
The ability to work in a team.	
The ability to work independently in community settings.	
The ability to contribute to the Project website and maintain a social media presence.	
Valid UK Driving license or equivalent right to drive in the UK, and access to a car (travel expenses are reimbursed according to Aberystwyth University rates).	
The ability to understand the bilingual nature of the University and an awareness of the procedures in place to support working bilingually.	Welsh Language Level C2 Oral and Written**

\*\*Welsh Language Level C2 Oral; I can:

- understand reports and articles I come across in my work, including complex ideas expressed in complex language.
- take part effortlessly in any discussion.
- express myself fluently and convey finer shades of meaning precisely.
- If I do have a problem I can revise and restructure around the difficulty so smoothly that other people are hardly aware of it.
- advise on complex, difficult and contentious matters such as financial or legal matters, to the extent that my specialised knowledge allows me
- present descriptions or arguments well, smoothly and clearly, in the appropriate register and context, and with a logical and effective structure which helps to draw the listeners' attention to relevant points.

Welsh Language Level C2 Written; I can :

- take full and accurate notes and continue to take part in meetings and seminars.
- write well-structured and smoothly flowing texts in the appropriate register.
- write complex technical reports or articles which helps the recipients to notice significant points.
- write reviews of professional and/or literary works.



## GUIDANCE FOR NON EEA APPLICANTS

We welcome applications from non-EEA (European Economic Area) nationals, subject to right to work in the UK, or the ability to obtain right to work if appointed. Please read the below guidance before applying:

As a non-EEA national, you may not need to apply for a visa. You may have obtained settlement (indefinite leave to remain or ILR) in which case you have the right to work in the UK.

If not, Aberystwyth University is a sponsoring organisation under the UK Visas and Immigration (UKVI). However, certificates of sponsorship are limited by the government and posts must meet minimum salary and qualification levels to be eligible.

Prospective applicants should assess their circumstances against the criteria outlined on the UKVI website at [www.gov.uk/browse/visas-immigration](http://www.gov.uk/browse/visas-immigration). Information can be obtained from UK NARIC at [www.naric.org.uk/visasandnationality](http://www.naric.org.uk/visasandnationality) or by email to [PBSCalculatorChanges@homeoffice.gsi.gov.uk](mailto:PBSCalculatorChanges@homeoffice.gsi.gov.uk).

