

SWYDD DDISGRIFIAD

SWYDD: DARLITHYDD YM MAES ASTUDIAETHAU BYDDARDOD

STATWS: RHAN AMSER, TALU YN ÔL YR AWR

CYFLOG: £18.50 - £28.60 YR AWR (YN CYNNWYS TAL GWYLIAU)

LLEOLIAD: LLEOLIADAU AMRYWIOL LEDLED GOGLEDD CYMRU

DYLETSWYDDAU A CHYFRIFOLDEBAU

Addysgu Astudiaethau Byddardod ar draws ystod o alluoedd yn dibynnu ar gymhwyster a phrofiad y tiwtor. Gall hyn fod ym maes Addysg Uwch, Addysg Bellach a/neu mewn ysgolion ar ffurf unedau'n gysylltiedig ag Iaith Arwyddion Prydain (BSL) neu Astudiaethau Byddardod

Bydd deiliad y swydd yn darparu cyfleoedd i ddysgwyr gyflawni hyd eithaf eu gallu.

Bydd yn sicrhau hyn drwy:

A Addysgu a Rheoli'r Dysgu

- A1. Darparu amrediad o ddulliau addysgu/dysgu priodol.
- A2. Darparu adborth adeiladol i fyfyrwyr
- A3. Sicrhau iechyd a diogelwch yn yr amgylchedd dysgu a rhoi gwybod i fyfyrwyr am drefnau iechyd a diogelwch
- A4. Trefnu a chynnal profion, asesiadau ac arholiadau allanol fel y bo angen, yn unol â chanllawiau'r Bwrdd Dyfarnu.
- A5. Darparu cefnogaeth fel tiwtor academaidd.
- A6. Defnyddio system atgyfeirio'r Coleg i ddarparu cymorth dysgu a chefnogaeth fugeiliol lle y bo'n briodol.

B Bod yn aelod effeithiol o dîm drwy:

- B1. Gydweithio mewn tîm.
- B2. Cynnal cysylltiadau er mwyn cyfathrebu â staff eraill sy'n gweithio yn y coleg.
- B3. Bod yn bresennol mewn cyfarfodydd tîm pan fo angen.

C Darparu gwasanaethau a fydd yn gefn i fyfyrwyr drwy:

- C1. Gofrestru myfyrwyr ar gyfer arholiadau/asesiadau.
- C2. Cadw cofnodion cywir a chyfredol o bresenoldeb, cyrhaeddiad a dilynant, gan gynnwys cwblhau cofrestr electronig yn ôl y galw.

- C3. Darparu data er mwyn paratoi dangosyddion perfformiad ar gyfer cyrsiau, meysydd cwricwlwm a modiwlau.
- C4. Dilyn trefnau sicrhau ansawdd yn unol â'r llawlyfr a'r calendr Sicrhau Ansawdd.
- C5. Cynorthwyo i gofrestru a derbyn myfyrwyr.
- C6. Darparu cyngor, arweiniad, trefniadau cynefino a chefnogaeth academiaidd.

D Gan weithio mewn partneriaeth â'r Coleg, ysgwyddo'r cyfrifoldeb o gynnal eich datblygiad personol er mwyn cefnogi anghenion y dysgwr, drwy:

- D1. Cymryd rhan mewn cynlluniau gwerthuso neu Adolygiadau Proffesiynol Parhaus, ac adnabod anghenion hyfforddi a datblygu.
- D2. Manteisio ar weithgareddau datblygu staff perthnasol.
- D3. Diweddarau cymwysterau proffesiynol, a chymwysterau addysgu a hyfforddi fel y bo'n briodol.
- D4. Sicrhau'r wybodaeth ddiweddaraf am gynlluniau addysgol a phroffesiynol.

MANYLEB DEILIAD Y SWYDD:

Nodweddion hanfodol:

- 1 Gradd a/neu gymhwyster cyfwerth neu brofiad sylweddol mewn maes perthnasol (Astudiaethau Byddardod/Iaith Arwyddion Prydain).
- 2 Tystysgrif IBSL Lefel 4 mewn Addysg a Hyfforddiant ar gyfer Athrawon Iaith Arwyddion.
- 3 Cymhwyster addysgu neu barodrwydd i ennill y cymhwyster cyn pen dwy flynedd, a phrofiad o addysgu/hyfforddi.
- 4 Y gallu i addysgu Iaith Arwyddion Prydain ar Lefelau 1-3
- 5 Ymwybyddiaeth o Iaith Arwyddion Prydain
- 6 Wedi cofrestru gyda Chyngor y Gweithlu Addysg (CGA) - mewn grym o 1 Ebrill 2015
- 7 Brwdfrydedd ac ymrwymiad i'r maes gwaith, a pharodrwydd i ymgymryd â datblygiad proffesiynol parhaus ac i weithio'n effeithiol fel aelod o dîm.
- 8 Gallu a pharodrwydd i ddefnyddio Technoleg Dysgu a systemau TG y Coleg.
- 9 Dealltwriaeth o ddysgwyr amrywiol, ac ymrwymiad i gyfle cyfartal

Nodweddion dymunol:

- a. Cymhwyster Lefel 4 - 6 ym maes Iaith Arwyddion Prydain neu'n gweithio i ennill y cymhwyster
- b. Dealltwriaeth o Gymuned a Diwylliant y Byddar a'u Dulliau Cyfathrebu
- c. Dealltwriaeth o leithyddiaeth Arwyddion ac leithyddiaeth Gymdeithasol
- d. Y gallu i gyfathrebu ac addysgu drwy gyfrwng y Gymraeg, y Saesneg, Iaith Arwyddion Prydain neu'n ddwyieithog

JOB DESCRIPTION

POST: LECTURER IN DEAF STUDIES

STATUS: PART TIME, HOURLY PAID

SALARY: £18.50 – £28.60 PER HOUR (INCLUSIVE OF HOLIDAY PAY)

LOCATION: VARIOUS VENUES ACROSS NORTH WALES

DUTIES AND RESPONSIBILITIES

To teach Deaf Studies provision across a range of ability depending on tutor qualification and experience. This may be within Higher Education, Further Education and/or schools settings in the form of either BSL (British Sign Language) or Deaf Studies related units

The post holder will provide opportunities which maximise the learner's achievement. He/She will ensure this by:

A Teaching and Managing Learning

- A1. Providing a range of appropriate teaching/learning methodologies.
- A2. Providing constructive feedback to students
- A3. Ensuring the health and safety of the teaching environment and communicating procedures to students
- A4. Organising and implementing tests, assessments and external examinations where required, in accordance with Awarding Body guidelines.
- A5. Providing academic tutorial support.
- A6. Using the College referral system to provide learning and pastoral support where appropriate.

B Being an effective member of a team by:

- B1. Working collaboratively within a team environment.
- B2. Maintaining communication links with other College based staff
- B3. Attending team meetings when required

C Provide services which will support students by:

- C1. Registering and entering students for examination/assessments.
- C2. Maintaining accurate and up to date records of attendance, attainment and progression, including completion of electronic registers as required.
- C3. Providing data for the preparation of performance indicators at course, curriculum area and module level.

- C4. Carry out quality assurance procedures as laid down in the Quality Manual and Quality Calendar.
- C5. Assisting in the enrolment and admission of students.
- C6. Providing advice, guidance, induction and academic support.

D **Working in partnership with the College, taking responsibility for maintaining his/her personal development to support the needs of the learner by:**

- D1. Participating in appraisal or Continuous Professional Review and identifying training and development needs.
- D2. Accessing relevant staff development activities.
- D3. Updating professional, teaching and training qualifications where appropriate.
- D4. Keeping informed of initiatives within an educational and professional context.

PERSON SPECIFICATION:

Essential qualities:

- 1 Degree and/or equivalent qualification or experience in a relevant area (Deaf issues/British Sign Language)
- 2 IBSL Level 4 Certificate in Education and Training for Sign Language Teachers.
- 3 Teacher training qualification or willingness to gain within 2 years and experience of teaching/training.
- 4 Ability to teach BSL Levels 1- 3
- 5 BSL Awareness
- 6 Registered with the Education Workforce Council (EWC) – with effect from 1st April 2015
- 7 Enthusiasm and commitment to area of work and willingness to engage in continuous professional development and to operate effectively as a team member.
- 8 Ability and willingness to use Learning Technology and College IT systems.
- 9 Empathy with diverse learners and commitment to equal opportunities

Desirable qualities:

- a. Hold or be working towards British Sign Language Level 4 & 6
- b. Demonstrate knowledge of Deaf Community, Culture and Communication Tactics
- c. Knowledge of Sign Linguistics and Social Linguistics
- d. Ability to communicate and teach in English, Welsh, BSL or Bilingual