

GWYBODAETH BELLACH / FURTHER INFORMATION

Teitl y Swydd <i>Title of Post</i>	DARLITHYDD CYFRIFIADUREG / DATBLYGU GEMAU LECTURER IN COMPUTING / GAMES DEVELOPMENT
Cyfadrn / Faculty	Celfyddydau Creadigol Creative Arts
Math o Gytundeb <i>Contract Type</i>	Darlithydd llawn amser/ Lecturer Full time
Pwrpas y swydd/ Pwnc/Lefel y cwrs <i>Job purpose Subject/Level to be taught</i>	Dysgu unedau Cyfrifiadureg / Datblygu Gemau ar gyrsiau lefel 2 a 3 Teaching Computing/ Games Development units on level 2, and 3 courses
Patrwm gwaith y swydd/ Working pattern of the Post	Llawn amser Full time
Nifer o oriau sydd ar gael / Number of Hours available	Llawn amser Full time
Lleoliad gwaith <i>Place of work</i>	Campws Llangefni Campus
Hawliau pensiwn / Pension rights	Cynllun Pensiwn i Athrawon (TSS) Teachers' Superannuation Scheme (TSS)
Sut i geisio am y swydd <i>How to apply for the post</i>	Cwblhau Ffurflen Gais os gwelwch yn dda <i>Please complete and application form</i>



SWYDD DDISGRIFIAD

DARLITHYDD CYFRIFIADUREG – DATBLYGU GEMAU

**CYFLOG - £27,381 - £42,325 y flwyddyn
(yn ddibynnol ar gymwysterau a phrofiad)**

LLAWN AMSER (37 AWR YR WYTHNOS), PARHAOL

CAMPWS LLANGFNI/BANGOR

PWRPAS Y SWYDD

Addysgu i safon uchel er mwyn creu cyfleoedd dysgu effeithiol ac er mwyn galluogi'r holl ddysgwyr i gyflawni hyd eithaf eu gallu.

PRIF DDYLETSWYDDAU

A: Asesu Anghenion Y Dysgwyr

- A1. Darparu cyngor ac arweiniad priodol i ddarpar fyfyrwyr
- A2. Asesu profiadau dysgu a chyflawniadau blaenorol dysgwyr mewn perthynas â rhaglen ddysgu ddynodedig
- A3. Cynnal cyfweiliadau â darpar fyfyrwyr a gweinyddu unrhyw brofion dethol sydd eu hangen
- A4. Ymgymryd ag asesiadau cychwynnol a nodi unrhyw anghenion dysgu neu'r angen am gefnogaeth arbennig.
- A5. Sicrhau bod dysgwyr yn cofrestru gyda'r coleg a chyrrff dyfarnu

B: Cynllunio a Pharatoi Rhaglenni Dysgu ac Addysgu

- B1. Nodi canlyniadau dysgu a pharatoi Cynlluniau Gwaith a Chynlluniau Gwersi ar gyfer rhaglenni perthnasol yn unol â gofynion cyrrff dyfarnu a chanllawiau'r Grŵp.
- B2. Sicrhau bod sgiliau sylfaenol (hanfodol) yn cael eu hintegreiddio i'r rhaglen ddysgu fel y bo'r angen
- B3. Cynllunio ar gyfer anghenion ieithyddol y grŵp myfyrwyr er mwyn caniatáu i fyfyrwyr ddefnyddio'r iaith a ddewisant (Cymraeg neu Saesneg) lle bynnag y bo modd
- B4. Dethol amrywiaeth o ddulliau dysgu i ddiwallu anghenion myfyrwyr

Rhif y swydd / Post No:

C: Rheoli'r Broses Ddysgu

- C1. Sefydlu a chynnal amgylchedd dysgu ddiogel ac effeithiol
- C2. Datblygu a defnyddio amrywiaeth o dechnegau dysgu ac addysgu er mwyn annog dysgu annibynnol a hwyluso dysgu trwy brofiadau
- C3. Cynhyrchu a defnyddio deunyddiau dysgu priodol gan ddefnyddio technoleg gwybodaeth dysgu lle y bo modd
- C4. Nodi a mynd i'r afael â diffyg cymhelliant a herio ymddygiad amhriodol
- C5. Gosod tasgau heriol a chytuno ar dargedau a nodau unigol gyda dysgwyr lle bo hynny'n briodol
- C6. Strwythuro sesiynau'n briodol i gadw at yr amserlen a chynnal diddordeb
- C7. Cynnal a hybu cyfathrebu effeithiol gyda, a rhwng, yr holl ddysgwyr, gan ddefnyddio technoleg briodol lle bo hynny'n berthnasol
- C8. Cynnal perthynas waith effeithiol o fewn timau'r rhaglen
- C9. Sefydlu cysylltiadau priodol a chysylltu â chyrrff allanol yn ôl y galw
- C10. Trefnu ac arsylwi lleoliadau profiad gwaith i ddysgwyr gan ddilyn y trefniadau a gytunwyd arnynt, yn cynnwys ymweliadau a gweithgareddau preswyl lle bo hynny'n briodol
- C11. Cydymffurfio â systemau gwybodaeth coleg a sicrhau bod cydweithwyr yn cael yr holl wybodaeth angenrheidiol ar yr amser cywir ac ar y ffurf sefydliadol y cytunwyd arno
- C12. Cyfrannu at holl systemau sicrhau ansawdd perthnasol y coleg; gweithdrefnau rheoli mewnol ac allanol
- C13. Cymryd rhan mewn prosesau hunanasesu yn cynnwys gwerthuso modiwlau a chyrsgiau

D: Darparu cefnogaeth i ddysgwyr

- D1. Cyfrannu at lunio gweithdrefnau cynefino a chyflwyno dysgwyr yn effeithiol i'r sefydliad
- D2. Sicrhau bod dysgwyr yn ymwybodol o wasanaethau cefnogi a chynghori priodol ac yn gwybod sut i'w defnyddio
- D3. Cynnal systemau tiwtora yn unol â chanllawiau'r coleg
- D4. Darparu cyngor, arweiniad, trefniadau cynefino a chefnogaeth academaidd

E: Aseu'r deilliannau dysgu a chyflawniadau'r dysgwyr

- E1. Cynllunio strategaethau aseu priodol ar gyfer rhaglenni dysgu yn unol â gofynion cyrff dyfarnu a rhoi gwybod i fyfyrwyr amdanynt
- E2. Defnyddio amrywiaeth o dulliau aseu priodol i gynnal asesiadau teg a dibynadwy
- E3. Sicrhau bod dysgwyr yn cael adborth ysgrifenedig a llafar, sy'n glir ac yn adeiladol, o fewn cyfnod priodol
- E4. Cadw cofnodion aseu a darparu gwybodaeth i randdeiliaid perthnasol e.e. cydweithwyr, rhieni, cyflogwyr, cyrff dyfarnu

F: Ystyried a chloriannu eich perfformiad eich hun a chynllunio at y dyfodol

- F1. Cloriannu eich ymarfer eich hun mewn perthynas ag anghenion y dysgwyr a'r rhaglen
- F2. Defnyddio adborth o systemau sicrhau ansawdd i wella eich ymarfer eich hun
- F3. Sicrhau eich bod yn ymwybodol o ddatblygiadau cyfredol yn eich maes arbenigol
- F4. Cymryd rhan yn system Adolygu Perfformiad y coleg er mwyn cloriannu eich perfformiad ac adnabod anghenion datblygu
- F5. Cymryd rhan mewn datblygiad proffesiynol parhaus perthnasol

G: Dyletswyddau Penodol:

- G1. Ymgymryd â rôl Tiwtor Personol, Areweinydd Rhaglen, Dilysydd Mewnol ac os bydd y rheolwr rhaglen yn cytuno, gweithredu fel Prif Ddilysydd a Chydlynnydd Cwricwlwm.
- G2. Goruchwyllo arholiadau ac asesiadau fel bo'r angen

H: Cyfrifoldebau Cyffredinol

- H1. Cydymffurfio â pholisi Diogelwch, Iechyd a'r Amgylchedd Diwygiedig y Grŵp er mwyn cynnal amgylchedd gwaith ac amgylchedd addysgu diogel
- H2. Cyflawni unrhyw ddyletswyddau priodol eraill sy'n ymwneud â'ch rôl a'ch swydd ar gais eich rheolwr atebol, Uwch Gyfarwyddwr neu'r Prif Weithredwr



JOB DESCRIPTION

LECTURER IN COMPUTING – GAMES DEVELOPMENT

**SALARY- £27,381 - £42,325 per annum
(Dependant on qualifications and experience)**

FULL TIME (37 HOURS PER WEEK), PERMANENT

LLANGFNI/BANGOR CAMPUS

JOB PURPOSE

To provide high quality teaching, to create effective opportunities for learning and to enable all learners to achieve to the best of their ability.

MAIN DUTIES

A: Assessing Learners' Needs

- A1. Provide prospective students with appropriate advice and guidance
- A2. Assess learners' previous learning experiences and achievements in relation to the identified learning programme
- A3. Conduct interviews with prospective students and administer any necessary selection tests
- A4. Undertake initial assessments and identify any special learning or support Needs
- A5. Ensure learners are registered with the college and with awarding bodies

B: Planning and Preparing Teaching and Learning Programmes

- B1. Identify learning outcomes and prepare Schemes of Work and Lesson Plans for relevant programmes in line with awarding body requirements and Grŵp guidelines
- B2. Ensure that literacy and numeracy / essential skills are integrated into the learning programme as required
- B3. Plan for the linguistic needs of the student group in order to allow students to use their language of choice (Welsh or English) wherever possible
- B4. Select a range of learning methods to meet student needs

Rhif y swydd / Post No:

C: Managing the Learning Process

- C1. Establish and maintain a safe and effective learning environment
- C2. Develop and use a range of teaching and learning techniques to encourage individual learning and facilitate learning through experience
- C3. Produce and use appropriate learning materials using information learning technology where possible
- C4. Identify and address poor motivation and challenge inappropriate behaviour
- C5. Set challenging tasks and agree individual goals and targets with learners as appropriate
- C6. Structure sessions appropriately to provide pace and maintain interest
- C7. Maintain and encourage effective communication with and between all learners, using appropriate technology where relevant
- C8. Maintain effective working relationships within programme teams
- C9. Establish appropriate links and liaise with external bodies as required
- C10. Arrange and supervise work experience placements for learners following agreed procedures including visits and residential activity where appropriate
- C11. Comply with college management information systems and ensure that colleagues are given all necessary information at the correct time in the agreed organisational format
- C12. Contribute to all relevant college quality assurance systems; internal and external control procedures;
- C13. Participate in self-assessment processes including the evaluation of modules and courses

D: Providing learners with support

- D1. Contribute to the design of induction procedures and induct learners effectively into the organisation
- D2. Ensure that learners are aware of and have access to appropriate support and guidance services
- D3. Maintain tutorial systems in line with college guidelines
- D4. Provide advice, guidance, induction, pastoral and academic support and signpost to other suitable support avenues where appropriate

E: Assessing the outcomes of learning and learners' achievements

- E1. Plan appropriate assessment strategies for learning programmes in line with awarding body requirements and communicate these to students
- E2. Use a range of appropriate assessment methods to conduct fair and reliable assessments
- E3. Ensure that learners are provided with clear and constructive written and oral feedback within an appropriate timescale
- E4. Maintain assessment records and provide information to relevant stakeholders e.g. colleagues, parents, employers, awarding bodies

F: Reflecting upon and evaluating one's own performance and planning future practice

- F1. Evaluate your own practice in relation to learners' and programme needs
- F2. Use feedback from quality assurance systems to improve your own practice
- F3. Keep up to date with current development within your own specialist field
- F4. Participate in the college Performance Review system in order to evaluate own performance and identify development needs
- F5. Engage in relevant continuous professional development

G: Other Specific duties

- G1. Undertake the role of Personal Tutor, Programme Leader, Internal Verifier and, if agreed with the programme manager, Lead Verifier or Curriculum Co-ordinator
- G2. Invigilate examinations or assessments as appropriate

H: General Responsibilities

- H1. Comply with the Grŵp's Safety, Health & Environment Policy in order to maintain a safe working and learning environment
- H2. Undertake any other relevant duties appropriate to your role and position which may be required by the line manager, Executive Director or the Chief Executive.

DARLITHYDD CYFRIFIADUREG – DATBLYGU GEMAU

MANYLEB Y PERSON

	Hanfodol	Dymunol
Cymwysterau	<p>Cymhwyster lefel gradd mewn Cyfrifiadureg/ Datblygu Gemau neu bwnc cysylltiedig</p> <p>Cymhwyster dysgu neu'r parodrwydd i'w ennill o fewn 2 flynedd</p>	<p>Cymhwyster proffesiynol mewn maes perthnasol</p> <p>Cymwysterau asesu a dilysu mewnol</p>
Profiad	<p>2 flynedd neu fwy o brofiad dysgu neu weithio'n y maes Cyfrifiadureg / Datblygu Gemau – yn enwedig codio.</p>	<p>Profiad o ddysgu unedau yn ymwneud a'r ochr technegol o Ddatblygu Gemau e.e. rhaglennu Unity,</p> <p>Profiad diweddar o weithio'n y maes Cyfrifiadureg / Datblygu Gemau</p>
Sgiliau Cyffredinol	<p>Sgiliau rhyngpersonol effeithiol</p> <p>Sgiliau cyfathrebu rhagorol</p> <p>Sgiliau TG rhagorol</p> <p>Sgiliau trefniadol effeithiol</p>	<p>Gallu defnyddio ystod o dechnegau TG - enwedig C#/C++, Unity a pecynnau Adobe</p>
Priodoleddau Personol	<p>Yn hyblyg ac yn ymatebol i newid</p> <p>Hunan-hyderus</p> <p>Yn ymatebol i anghenion amrywiaeth o ddysgwyr</p> <p>Yn frwdfrydig ac a chymhelliant cryf</p>	
Sgiliau Ieithyddol		<p>Gallu i gyfathrebu'n effeithiol yn y Gymraeg a'r Saesneg</p>

LECTURER IN COMPUTING – GAMES DEVELOPMENT

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	Degree level qualification in Computing/ Games Development, or related subject Teaching qualification or commitment to gaining it within two years	Professionally qualified in a relevant field Assessing and internal verifying qualifications
Experience	2 or more years of experience of teaching or working within the Computing / Games Development sector – especially coding	Teaching technical Games Development related units e.g. Unity programming Recent experience of working in the Computing/Games Development sector
General skills	Effective interpersonal skills Excellent communication skills Excellent IT skills Effective organisational skills	Able to use a range of IT skills especially C#/C++, Unity and the Adobe suite.
Personal Attributes	Flexible and responsive to change Self-confident Responsive to the needs of a variety of learners Enthusiastic and self-motivated	
Linguistic skills		Ability to communicate effectively in both Welsh and English