

# PRIF SWYDDI'R WYTHNOS HON THIS WEEK'S TOP JOBS

## C3SC

**Volunteering Officer**

£25,322 - 26,822

## Race Equality First

**Discrimination &  
Hate Crime Casework  
Officer**

£23,000

## MHA

**Benefits & Money  
Advisor**

£25,725

pwnc: swydd ddelfrydol...



re: dream job...

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hysbysiadau o swyddi  
wedi'u teilwra i chi

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## CYSYLLTIADAU CONTACT DETAILS

**Tim Deeks**

**029 2019 6700**

recruit3@dennis.co.uk

Cyngor Gweithredu Gwirfoddol Cymru  
Tŷ Baltic, Sgwar Mount Stuart  
Caerdydd CF10 5HB  
Rhif elusen gofrestredig 218093  
Cwmni cyfyngedig drwy warant 425299  
Cofrestrwyd yng Nghymru

Wales Council for Voluntary Action  
Baltic House, Mount Stuart Square  
Cardiff CF10 5FH  
Registered charity number 218093  
Company limited by guarantee 425299  
Registered in Wales

# NETWORK SWYDDI JOBS

SWYDDI'R TRYDYDD SECTOR YNG NGHYMURU | THIRD SECTOR JOBS IN WALES



Rhifyn 580 30 Mai 2018 | Issue No 580 30 May 2018

## 'Gwella bywydau pobl...' 'Improving people's lives...'

Bethan Webber yw Cyfarwyddwr Cymru ar gyfer yr elusen cefnogi teuluoedd Home-Start UK. Maent yn cynnig cefnogaeth yn y gymuned i deuluoedd a phlant drwy rwydwaith o gynlluniau lleol ledled y Deyrnas Unedig dan arweiniad gwirfoddolwyr.

Mae profiadau blaenorol Bethan yn pontio nifer o rolau polisi ac archwilio yn y Swyddfa Gartref, Swyddfa De Orllewin y Llywodraeth, Cynulliad Cenedlaethol Cymru, ac, yn fwy diweddar, yn bennaeth ar bolisi Gofal Plant a Chwarae yn Llywodraeth Cymru.

Mae Bethan yn Aelod o Banel Addasrwydd i Ymarfer Gofal Cymdeithasol Cymru, yn gydgadeirydd Rhwydwaith Cydraddoldeb Menywod Cymru ac yn llywodraethwr ysgol.

'Fel un sy'n gymharol newydd i'r sector, rwy'n caru'r diwylliant o ryddid ac arloesedd yr ydych yn ei gael yn y trydydd sector', meddai Bethan, 'Rwyf hefyd yn caru'r naws sy'n dod o sector sy'n ymwneud â gwella bywydau pobl, ble mae cydbwysedd rhwng bywyd a gwaith a chael gwahanol ddiddordebau yn cael eu gwerthfawrogi'n fawr.'

Bethan Webber is the Director of Wales for family support charity Home-Start UK. They provide volunteer led, community-based support for families and children through a UK-wide network of local schemes.

Bethan's previous experience spans a number of policy and scrutiny roles in the Home Office, Government Office South West, the National Assembly for Wales, and, most recently, as the head of Childcare and Play policy in the Welsh Government.

Bethan is a Social Care Wales Fitness to Practice Panel Member, co-Chair of the Women's Equality Network Wales and a school governor.

'As a relative newcomer to the sector, I love the culture of freedom and innovation you find in the third sector', says Bethan, 'I also love the ethos that comes from a sector concerned with improving people's lives, where work life balance and having different interests are really valued.'



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ARIENNIR GAN Y LOTERI  
LOTTERY FUNDED



Race Equality First is recruiting the following 4 posts:

## Discrimination & Hate Crime

### Casework Officer

£23,000 p/annum with 3% incremental increase p/annum (37 hours per week)

3-year Fixed term contract until 30 June 2021

### Activity & Partner Support Officer (x2 posts)

£23,000 p/annum with 3% incremental increase p/annum (37 hours per week)

3-year Fixed term contract until 30 June 2021

### Finance & Operations Officer

£23,000 p/annum with 3% incremental increase per year (37 hours per week)

Permanent Post

All posts are based in the Race Equality First office in Cardiff

Closing date for all above posts:

12 noon on Monday 18th June 2018

Interviews: Thursday 21st June & Friday 22nd June

Download an information pack from

<http://raceequalityfirst.org/news/>

Race Equality First values diversity, promotes equality and challenges any form of discrimination. We encourage and welcome applications from people of all backgrounds.

Mae Race Equality First yn recriwtio'r  
4 swydd ganlynol:

### Swyddog Gwaith Achos

#### Gwahaniaethu a

#### Throseddau Casineb

£23,000 y flwyddyn gyda chynnydd graddol o 3% y flwyddyn (37 awr yr wythnos)

Contract cyfnod penodol am dair blynedd tan 30 Mehefin 2021

### Swyddog Gweithgarwch a Chymorth i

#### Bartneriaid (dw y swydd)

£23,000 y flwyddyn gyda chynnydd graddol o 3% y flwyddyn (37 awr yr wythnos)

Contract cyfnod penodol am dair blynedd tan 30 Mehefin 2021

### Swyddog Cyllid a Gweithrediadau

£23,000 y flwyddyn gyda chynnydd graddol o 3% y flwyddyn (37 awr yr wythnos)

Swydd Barhaol

Mae'r holl swyddi wedi'u lleoli yn swyddfa Race Equality First yng Nghaerdydd

Dyddiad cau ar gyfer yr holl swyddi uchod:

12 hanner dydd ar ddydd Llun 18 Mehefin 2018

Cyfweliadau: Dydd Iau 21<sup>ain</sup> Mehefin a Dydd Gwener 22 Mehefin

Lawrlwythwch becyn gwybodaeth o

<http://raceequalityfirst.org/news/>

Mae Race Equality First yn gwerthoedd amrywiol, yn hybu cydraddoldeb ac yn herio unrhyw fath o wahaniaethu. Rydym yn annog ac yn croesawu ceisiadau gan bobl o bob cefndir.



race equality first

NYAS is a leading children's charity providing advocacy services for children and young people from 0-25, across England and Wales for over 30 years.

Our work helps make a difference to the lives of the most vulnerable children and young people when they are in desperate need of help.



### Service Manager – Wales

Full Time: 35 hours per week Salary: £29,817

Benefits: (26 days' holiday + bank holidays, group stakeholder pension, cycle to work scheme and discounted gym membership) Office Based at the NYAS Caerphilly Office

The successful candidate will be responsible for the local authority commissioned advocacy and IV services for various services in Wales, as well as some independent services to other providers and for the management and support of staff delivering these services, having experience in this area. The successful candidate will also be expected to support new services in the surrounding areas.

To apply please complete an application form and send to [recruitment@nyas.net](mailto:recruitment@nyas.net)

Closing date: 1st June 2018. Interview date: 19th June 2018

Please Quote Reference: 20

NYAS is an equal opportunities employer

## BENEFITS & MONEY ADVISOR



Salary: £25,725 per annum

Hours: 37

We are currently recruiting for a Benefits & Money Advisor Fixed Term for 12 months.

It's an exciting time to be joining MHA's Money Wise team, you will be involved in delivering quality advice to service users experiencing debt and welfare benefit problems

For full job details and how to apply, please go to our website [www.monmouthshirehousing.co.uk](http://www.monmouthshirehousing.co.uk) and click on Careers

Closing date: Sunday 3<sup>rd</sup> June 2018

You will need a full driving licence and access to a vehicle.

The post is subject to an Enhanced Disclosure Check.

All of our positions are open to flexible working subject to application through our Flexible Working Policy.



## Finance & Information Officer Crossroads Care Bridgend.

Responsible for the financial recording, control and monitoring of the charity. Maintaining and providing updated information for the Scheme.

Salary: Part time 21 hours a week. Permanent post.

NJC pay Scale 5, spine points 22-25, £21074 - £23111, pro rata, dependent upon experience.

Possessing at least 3 years' experience of finance, communication, ICT and organisational skills, you will be part of a small office team to deliver a quality customer service.

Annual leave: 28 days, pro rata. NEST Pension scheme.

Crossroads Care Bridgend is a registered charity, no. 1090534 providing respite care to Carers and their families. We are a network partner of Carers Trust, which is made up of other Crossroads Care schemes and Carers Centres across the U.K.

For job pack, or an informal discussion about the role, email:

[bridgend.county@crossroads.org.uk](mailto:bridgend.county@crossroads.org.uk)  
or telephone 01656 784100.

Closing date: Friday 15 June.

Applications to be emailed to address above or posted to:

Crossroads Care Bridgend, 7 Victoria Avenue, Porthcawl CF36 3HG

To Advertise Telephone 029 20 196700

## Third Sector Development Officer BME Skills Project



**£25,322 - £26,822 (pro rata) 28 hours per week**

We are looking to appoint a community focused, motivated and organised person to the TSDO BME Skills Project post.

## Volunteering Officer

**£21,158- £22,884 (pro rata): NJC SCP 25 (20 Hours per week)**

This role will focus on supporting people into volunteering in Cardiff, developing a comprehensive and responsive infrastructure. To promote, support and represent volunteering in Cardiff.

To download an application pack, please visit

[www.c3sc.org.uk/vacancies](http://www.c3sc.org.uk/vacancies)

If you have any questions regarding this role, please contact

Mair Henry on 029 2048 5722 or by emailing

[recruitment@c3sc.org.uk](mailto:recruitment@c3sc.org.uk).

Applications by CV will not be accepted.

Closing date: 5 pm on Monday 11th June 2018.

Interview date: Week commencing Monday 18th June 2018.

Cardiff Third Sector Council strives to be an equal opportunities employer. We welcome applications that reflect the diversity of the communities in which we work. Job share will be considered.



## INDEPENDENT ADVOCATE

**YOUR VOICE ADVOCACY PROJECT**



**Your Voice Advocacy**

Supporting people with learning disabilities since 1989

**Salary: £21,840 to £24,000 per annum**

The post is part time (21 hours per week) for an initial period until

31/3/19. Continuation beyond this date will depend on funding.

Your Voice Advocacy Project is an established charity (1989) working across Swansea and Neath Port Talbot providing independent advocacy and peer advocacy to adults with a learning disability. YVAP also provides opportunities for social interaction and confidence building through social events. We are looking for an exceptional candidate to join our growing and successful organisation to deliver independent advocacy to a high standard

To apply, candidates should submit a CV with a covering letter that addresses the requirements of the person specification, (which can be found on [www.recruit3.org.uk](http://www.recruit3.org.uk)), to:

[billwilliams@yourvoiceadvocacy.org.uk](mailto:billwilliams@yourvoiceadvocacy.org.uk) or by post to:

Your Voice Advocacy Project, 22 Cradock Street, Swansea SA1 3HE

Closing date for this post is Friday 8th June 2018, 4.00pm and

interviews will be scheduled for the following week.

## Office and Volunteer Coordinator

**Salary - £20,000 pro rata**

Part time position: 3 days a week, flexible

working arrangements

(to start 1st July 2018)

3 year contract (possibility of an extension depending on funding)

Based: Cardiff



An opportunity has arisen for a three year fixed term position to support the setting up of procedures and processes to ensure the smooth running of our office. The role will also involve coordinating office volunteers and providing administrative assistance to the charity's salaried Legal Advisers and trustees.

For an application pack, please email:

[b.rainey@asylumjustice.org.uk](mailto:b.rainey@asylumjustice.org.uk)

Completed applications forms must be returned by email to:

[b.rainey@asylumjustice.org.uk](mailto:b.rainey@asylumjustice.org.uk)

Closing date – Monday 11th June 2018 at 5pm

Interviews will provisionally be held on Saturday, 16th June 2018

Asylum Justice strives to be an equal opportunities employer and welcomes applications that reflect the diversity of the communities in which they work.

Asylum Justice is a registered charity (1112026), and a company limited by guarantee (5447875).

Northlands is a homeless centre providing support and accommodation to young people aged 16-21.

## Assistant Support Worker x2

**Salary: £8.81 per hour**

20 hours p/w - Fixed Term

Job reference: V03728

Location: Cardiff

## Support Worker

**Salary: £10.20 per hour. £21,217 per annum pro rata**

20 hours per week, Fixed Term

Job reference: V03721

Location: Cardiff

## Night Concierge

**Salary: £8.81 per hour plus 10% night allowance**

12 hours per week - Permanent

Job reference: V03720

Location: Cardiff

## Assistant Support Worker

**Salary: £18,321.38 per annum**

40 hours per week - Permanent

Job reference: V03738

Location: Cardiff

## Night Assistant Support Worker

**Salary: £8.81 per hour plus 10% night allowance**

36 hours per week, Permanent

Job reference: V03739

Location: Cardiff

## Night Concierge

**Salary £8.81 per hour. £13,743 per annum plus 10% night allowance.**

30 hours per week, Permanent

Job reference V03741

Location Cardiff

To apply please visit:

<https://www.salvationarmy.org.uk/jobs>

Application closing date for all posts: 06/06/2018



## EMPLOYABILITY SKILLS & TRAINING COORDINATOR

**Salary: £21,660. Full Time 37.5 hours**

Based in the Bangor Office. Permanent subject to funding.

For an informal discussion about this role, please contact

Ellen Williams on 01248 673450.

Closing date: 31st May 2018 at 12pm. Interviews: 7th June 2018

To apply please visit: [www.groundworknorthwales.org.uk](http://www.groundworknorthwales.org.uk)

Completed documents should be returned to [Debbie.cleverley@groundworknorthwales.org.uk](mailto:Debbie.cleverley@groundworknorthwales.org.uk)

Groundwork is an equal opportunities employer and welcomes applications from all members of the community.

## CYDLYNYDD SGILIAU A HYFFORDDIANT CYFLOGADWYEDD

**Cyflog: £ 21,660. Llawn Amser 37.5 awr**

Wedi'i leoli yn Swyddfa Bangor. Parhaol yn amodol ar gyllid.

Am drafodaeth anffurfiol am y rôl hon, cysylltwch ag

Ellen Williams ar 01248 673450.

**Dyddiad Cau: 31 Mai 2018 am 12yh. Cyfweiliadau: 7 Mehefin 2018**

I wneud cais, ewch i: [www.groundworknorthwales.org.uk](http://www.groundworknorthwales.org.uk)

Ar ôl eu cwblhau, anfonwch y dogfennau at

[Debbie.cleverley@groundworknorthwales.org.uk](mailto:Debbie.cleverley@groundworknorthwales.org.uk)

Mae Groundwork yn gyflogwr cyfllwr cyfartal ac mae'n croesawu ceisiadau gan bob aelod o'r gymuned



To Advertise Telephone 029 20 196700