



DISGRIFIAD SWYDD

TEITL SWYDD	Cydlynnydd Creadigol - Plant Mewn Angen
LLEOLIAD	Caernarfon
ORIAU	18 awr yr wythnos (gan gynnwys oriau anghymdeithasol)
CYFLOG	B3.5: £26,474.24 - £29,398.72 (pro rata)
CYTUNDEB	01.09.2026 hyd at 31.12.2028

PRIF BWRPAS Y SWYDD

Bydd y Cydlynnydd Creadigol yn cydlynnu a darparu sesiynau creadigol 1:1 ac mewn grwpiau i blant a phobl ifanc 11–18 oed. Bydd y swyddog yn cydweithio â ysgolion, clybiau ieuenctid, hybiau cymunedol, colegau, meddygon teulu, CAMHS, a gwasanaethau ieuenctid i adnabod a chefnogi pobl ifanc a all elwa o ymyraethau creadigol a therapiwtig.

Trwy ddefnyddio amrwy o weithgareddau a sesiynau creadigol fel cerddoriaeth, drama, celf weledol, theatr gyfranogol ac uwchgylchu, bydd y swyddog yn cefnogi pobl ifanc i:

- Ddatblygu hyder a hunanwerth
- Wella sgiliau cyfathrebu a chymdeithasol
- Fynegi eu hunain mewn modd diogel a chreadigol
- Ennill cymwysterau achrededig Agored Cymru
- Gymryd rhan mewn cyfleoedd gwirfoddoli a phrofiad gwaith

⇒ Agor drysau i blant a phobl ifanc i amrywiaeth o gyfryngau creadigol gyda'r nod o gynyddu eu hyder a'u hunan werth.

⇒ Trefnu gweithgareddau wythnosol i grwpiau bychain o bobl ifanc fel bod pobl ifanc yn cael y cyfle i fynegi eu hunain mewn ffyrdd creadigol.

⇒ Cydlynnydd gweithgareddau a gweithdai llesiant celfyddydol i blant a phobl ifanc.

⇒ Arwain ar elfennau artistig y prosiect.

⇒ Defnyddio celf i greu ymgyrchoedd gwleidyddol o gwmpas materion sydd yn effeithio pobl ifanc.

⇒ Sicrhau bod y celfyddydau yn hygyrch i bobl ifanc drwy greu gofod saff, croesawgar a chefnogol i ddatblygu sgiliau newydd.

CYFRIFOLDEBAU ALLWEDDOL

⇒ Cydweithio gyda'r Swyddogion Creadigol eraill i gynllunio rhaglen weithgaredd celfyddydol ar gyfer y prosiect.

⇒ Arwain ar weithgareddau creadigol yn fewnol yn GISDA -

- Datblygu ac arwain ar waith Theatr Cyfranogol / Theatr Fforwm
 - Trefnu gweithdai cerddoriaeth o wahanol math
 - Trefnu gweithdai anffurfiol e.e. ffotograffi, celf gain, creu posteri, ffasiwn, dawns, Ffilm fer
 - Cydweithio ar weithgareddau amgylcheddol ac uwch gylchu
- ⇒ Creu perthynas weithiol dda gyda phobl ifanc sydd yn derbyn gwasanaeth GISDA e.e. Prosiect Cymorth Tai, Prosiect LHDTQ+, Academi Cyfleon, Pobl Ifanc a fu mewn gofal, Rhieni Ifanc, ICAN.
- ⇒ Creu cyfleoedd i bobl ifanc gymdeithasu a chyfathrebu unrhyw bryder ac i ymgysylltu mewn amrediad eang o wahanol ffyrdd creadigol mewn awyrgylch saff.
- ⇒ Cydweithio gyda Bwrdd Ymgynghori Pobl Ifanc GISDA
- ⇒ Hyrwyddo hawliau pobl ifanc.
- ⇒ Cefnogi pobl ifanc i ymgychu dros eu hawliau mewn ffordd cynhyrchiol, heddychlon a phositif.
- ⇒ Cydweithio'n agos gyda'r Cydlynnydd Marchnata er mwyn cynyddu ymwybyddiaeth allanol am y prosiect.
- ⇒ Darparu gwybodaeth gyfredol ar gyfer gwefannau a chyfryngau cymdeithasol y bartneriaeth.
- ⇒ Marchnata ac hyrwyddo - Codi ymwybyddiaeth allanol am y prosiect Nabod ac unrhyw waith Creadigol sy'n mynd ymlaen.
- ⇒ Cynllunio ac arwain gweithgareddau creadigol a gweithdai therapiwtig wythnosol
- ⇒ Trefnu sesiynau theatr gyfranogol, cerddoriaeth, ffotograffiaeth, celf weledol a ffilm fer
 - ⇒ Cydweithio ar brosiectau amgylcheddol ac uwchgylchu
 - ⇒ Recriwtio ac arwain artistiaid cymunedol i gefnogi gweithgareddau aml-gelfyddydol
 - ⇒ Cynnwys pobl ifanc wrth gyd-gynhyrchu gweithgareddau yn ôl eu diddordebau
 - ⇒ Cefnogi pobl ifanc i gwblhau cymwysterau achrededig Agored Cymru I gyd-fynd a'r sesiynau
 - ⇒ Adeiladu perthnasoedd cadarnhaol gyda phobl ifanc ar draws gwasanaethau GISDA
 - ⇒ Ysbrydoli a chefnogi pobl ifanc i wirfoddoli neu fentora eraill
 - ⇒ Hyrwyddo hawliau pobl ifanc ac annog eiriolaeth gadarnhaol
 - ⇒ Cyfrannu at fonitro, gwerthuso ac adrodd yn unol ag amcanion y grant
 - ⇒ Cefnogi hyrwyddo a marchnata gweithgareddau trwy gyfryngau cymdeithasol a rhwydweithiau lleol

CYFRIFOLDEBAU CYFFREDINOL

- ⇒ Gweithredu oddi mewn i bolisiau a gweithdrefnau GISDA yng nghyswllt cyfle cyfartal a chydaddoldeb.
- ⇒ Cyfrifoldeb i adrodd am unrhyw bryder neu amheuaeth bod plentyn neu oedolyn bregus yn cael ei gam-drin.
- ⇒ I weithio o fewn fframwaith PIE, yn unol a model therapiwtig GISDA, 'Model fi'.
- ⇒ I adeiladu perthynas gref, iach a chyfeillgar gyda phobl ifanc gan roi y cyfle iddynt ymgysylltu/a mynegi ei hunain mewn awyrgylch ffurfiol ac anffurfiol.

- ⇒ I greu awyrgylch di sefydliad, saff a chroesawgar sydd yn rhoi y cyfle i bobl ifanc drafod a mynegi ei teimladau /pryderon.
- ⇒ I annog, ysgogi a credu mewn pobl ifanc .
- ⇒ Cyfrannu tuag at hyfforddiant a datblygiad personol eich hunain.
- ⇒ Hyrwyddo agwedd gyfeillgar, gwrth-wahaniaethol ym mhob agwedd o'r gwaith tuag at ddefnyddwyr gwasanaeth, cyd-weithwyr, aelodau o'r Bwrdd Rheoli, aelodau o'r cyhoedd acasiantaethau eraill.
- ⇒ Ymlynu at holl bolisiâu a gweithdrefnau cyfredol y Cwmni.
- ⇒ Cyfrannu at sesiynau arolygaeth.
- ⇒ Cadw holl wybodaeth sy'n berthnasol i'r prosiect a defnyddwyr gwasanaeth y Cwmni yn gyfrinachol.

Ariennir y swydd hon gan Plant mewn Angen a fydd yn Swydd/Prosiect 3 mlynedd.

MANYLDEB PERSON			
MEINI PRAWF	HANFODOL	DYMUNOL	DULL ASESU
Addysg a Chymhwysterau	Cymhwyster mewn gwaith ieuenctid, cerddoriaeth, drama neu unrhyw bwnc celf hyd at lefel 'A' neu gyfatebol		Ffurflen Gais a Thystysgrifau
Profiad ac Ymwybyddiaeth Perthnasol i Swydd	Y gallu i adnabod risgiau a gweithredu fel yr angen.	Profiad o redeg gweithdai yn annibynnol.	Ffurflen Gais a Chyfweliad
	Eirioli a chynrychioli eraill.	Profiad o weithio gyda phobl ifanc bregus.	Ffurflen Gais a Chyfweliad
	Ymwybyddiaeth o anghenion a chyfleoedd plant / Pobl Ifanc.		Ffurflen Gais a Chyfweliad
	Profiad o waith creadigol.		Ffurflen Gais a Chyfweliad
Sgiliau Perthnasol i Swydd	Diddordeb ac empathi tuag at bobl ifanc	Deallusrwydd o sgiliau gwrando.	Ffurflen Gais a Chyfweliad
	Dealltwriaeth o, a'r gallu, i weithredu ffiniau clir.	Y gallu i nodi risg a gweithredu camau perthnasol.	Ffurflen Gais a Chyfweliad
	Cyfathrebu mewn amrywiaeth o sefyllfaoedd yn y Gymraeg a'r Saesneg.	Cadw cofnodion ac ysgrifennu adroddiadau.	Ffurflen Gais a Chyfweliad
	Sgiliau rhyngbersonol da.		Ffurflen Gais a Chyfweliad
	Y gallu i weithio ar eich liwt eich hun.		Ffurflen Gais a Chyfweliad
	Y gallu i weithio fel aelod o dîm.		Ffurflen Gais a Chyfweliad
	Y gallu i ddefnyddio rhaglenni cyfrifiadurol megis Word, Excel ag Outlook.		Ffurflen Gais a Chyfweliad
	Y gallu i ddelio gyda gwybodaeth sensitif a chyfrinachol		Ffurflen Gais a Chyfweliad
	Y gallu a'r hyder i herio penderfyniadau ar hawliau Defnyddwyr Gwasanaeth		Ffurflen Gais a Chyfweliad
	Rheolaeth amser effeithiol a'r gallu i gyrraedd targedau		Ffurflen Gais a Chyfweliad
Arall	Trwydded yrru llawn a chyfredol.		Ffurflen Gais a Chyfweliad



JOB DESCRIPTION

JOB TITLE	Creative Coordinator – Children in Need
LOCATION	Caernarfon
HOURS	18 hours per week (including unsocial hours)
SALARY	B3.5: £26,474.24 - £29,398.72 (pro rata)
CONTRACT	01.01.2026 to 31.12.2028

MAIN PURPOSE OF THE ROLE

The Creative Coordinator will coordinate and deliver 1:1 and group creative sessions for children and young people aged 11–18. The officer will work in partnership with schools, youth clubs, community hubs, colleges, GPs, CAMHS, and youth services to identify and support young people who may benefit from creative and therapeutic interventions.

Through the use of a range of creative activities and sessions such as music, drama, visual art, participatory theatre and upcycling, the officer will support young people to:

- Develop confidence and self-worth
- Improve communication and social skills
- Express themselves in a safe and creative way
- Gain Open College Network (Agored Cymru) accredited qualifications
- Take part in volunteering and work experience opportunities

⇒ Open doors for children and young people to a range of creative media with the aim of increasing their confidence and self-worth.

⇒ Organise weekly activities for small groups of young people so that they have opportunities to express themselves creatively.

⇒ Coordinate arts and wellbeing activities and workshops for children and young people.

⇒ Lead on the artistic elements of the project.

⇒ Use art to create political campaigns around issues affecting young people.

⇒ Ensure the arts are accessible for young people by creating a safe, encouraging and non-judgemental space to develop new skills.

KEY RESPONSIBILITIES

- ⇒ Work with other Creative Officers to plan an arts activity programme for the project.
- ⇒ Lead on internal creative activities within GISDA such as –
 - Develop and lead Participatory Theatre / Forum Theatre work
 - Organise different types of music workshops
 - Organise informal workshops e.g. photography, fine art, poster-making, fashion, dance, short film
 - Collaborate on environmental and upcycling activities
- ⇒ Develop good working relationships with young people receiving GISDA services e.g. Housing Support Project, LGBTQ+ Project, Opportunities Academy, Care Experienced Young People, Young Parents, ICAN.
- ⇒ Create opportunities for young people to socialise, communicate any concerns, and engage in a wide range of creative activities in a safe atmosphere.
- ⇒ Work with the GISDA Young People's Advisory Board.
- ⇒ Promote the rights of young people.
- ⇒ Support young people to campaign for their rights in a constructive, peaceful and positive way.
- ⇒ Work closely with the Marketing Coordinator to increase external awareness of the project.
- ⇒ Provide up-to-date information for partnership websites and social media.
- ⇒ Marketing and promotion – raising external awareness of the Nabod project and any creative work taking place.
- ⇒ Plan and lead weekly creative and therapeutic activities and workshops.
- ⇒ Organise participatory theatre, music, photography, visual art and short film sessions.
- ⇒ Collaborate on environmental and upcycling projects.
- ⇒ Recruit and lead community artists to support multi-arts activities.
- ⇒ Involve young people in co-producing activities based on their interests.
- ⇒ Support young people to complete Open College Network (Agored Cymru) accredited qualifications alongside the sessions.
- ⇒ Build positive relationships with young people across GISDA services.
- ⇒ Inspire and support young people to volunteer or mentor others.
- ⇒ Promote young people's rights and encourage positive advocacy.
- ⇒ Contribute to monitoring, evaluation and reporting in line with grant objectives.
- ⇒ Support the promotion and marketing of activities through social media and local networks.

GENERAL RESPONSIBILITIES

- ⇒ Work within GISDA's policies and procedures in relation to equal opportunities and equality.
- ⇒ Be responsible for reporting any concern or suspicion that a child or vulnerable adult is being abused.
- ⇒ Work within the PIE framework, in line with GISDA's therapeutic model, 'Model Fi'.
- ⇒ Build strong, healthy and friendly relationships with young people, giving them

opportunities to engage and express themselves in both formal and informal settings.

- ⇒ Create a non-institutional, safe and welcoming environment that enables young people to discuss and express their feelings and concerns.
- ⇒ Encourage, motivate and believe in young people.
- ⇒ Contribute to your own training and personal development.
- ⇒ Promote a friendly, anti-discriminatory approach in all aspects of work towards service users, colleagues, Board members, members of the public and other agencies.
- ⇒ Adhere to all current Company policies and procedures.
- ⇒ Contribute to inspection sessions.
- ⇒ Keep all information relating to the project and the Company's service users confidential.

This post is funded by Children in Need and is a 3-year post/project.

PERSON SPECIFICATION			
BENCHMARKS	ESSENTIAL	DESIREABLE	ASSESSED
Education and Qualifications	A qualification in youth work, music, drama, or any arts subject up to A-level or equivalent		Application Form and Certificates
Relevant Experience and Awareness	Ability to identify risk and act as required	Experience of running workshops	Application Form and Interview
	Advocate and represent others.	Experience of working with vulnerable people	Application Form and Interview
	Awareness of the needs and opportunities of children / Young People.		Application Form and Interview
	Experience of Creative work/projects		Application Form and Interview
Relevant Skills	Interest and empathy for young people	Understanding of listening skills.	Application Form and Interview
	An understanding of, and ability to operate clear boundaries.	Ability to record risk and implement appropriate actions	Application Form and Interview
	Communicate in a variety of situations in both English and Welsh	Keep records and write reports	Application Form and Interview
	Good interpersonal skills		Application Form and Interview
	Able to work independently		Application Form and Interview
	Able to work as part of a team		Application Form and Interview
	Ability to use computer programs such as Word, Excel and Outlook		Application Form and Interview
	Able to deal with sensitive and confidential information.		Application Form and Interview
	Ability and confidence to challenge decisions on Service User rights		Application Form and Interview
	Effective time management and ability to meet targets		Application Form and Interview
Other	Full Drivers Licence		Application Form and Interview