



DISGRIFIAD SWYDD

TEITL SWYDD	Cydlynnydd Caffi Creu ac Amgylcheddol Pobl Ifanc
ADRODD I	Arweinydd Tim Creadigol
LLEOLIAD	Caernarfon
ORIAU	22.5 awr yr wythnos
CYFLOG	B3.5: £24,992-£27,917 (pro rata)
CYTUNDEB	tan Mawrth 2026
PRIF BWRPAS Y SWYDD	
Bydd y prosiect Caffi Creu yn anelu i godi ymwybyddiaeth o newid hinsawdd a'r economi gylchol drwy gynnal gofod FFIWS ynghyd a chynnig cyfleon, gweithdai a gweithgareddau a'r ail ddefnyddio, ail gylchu ac ail greu.	
CYFRIFOLDEBAU ALLWEDDOL	
GOFOD FFIWS	
Bydd gofod FFIWS yn ofod cymunedol i greu amrywiaeth o ddeunydd newydd a chreu bwrllwm creadigol yn ganol dref Caernarfon. Bydd y gofod ar agor i bawb yn y gymuned ond hefyd yn ceisio targedu pobl heb brofiad technoleg neu greu blaenorol.	
<ul style="list-style-type: none"> • Cydlynu gofod creu Caernarfon (FFIWS) gan gynnwys creu rotas, hyrwyddo, cynnal digwyddiadau a bod yn bwynt cyswllt ar gyfer y hwb. • Arwain ar beiriannau gofod FFIWS yn cynnwys iechyd a diogelwch, canllawiau offer ac hyfforddi. • Cydlynu a chynnal gweithdai ar ein peiriannau • Gweithio mewn partneriaeth gyda gofodau FFIWS ar draws Gwynedd a Mon. • Hyrwyddo a marchnata'r gofod. 	
GWEITHDAI	
<ul style="list-style-type: none"> • Adeiladu ar prosiect Caffi Creu GISDA • Codi ymwybyddiaeth o faterion amgylcheddol ag annog ymddygiad amgylcheddol cadarnhaol gyda phobl ifanc • Cynnal rhaglen o weithgareddau ar y cyd gyda thîm creadigol yn cynnwys: <ul style="list-style-type: none"> ○ Gweithdai ail ddefnyddio; upseiclo, gwnïo, peintio, ail greu etc ○ Codi sbwriel ○ Gweithdai Celf amgylcheddol ○ Sesiynau galw mewn ○ Coginio • Cydweithio gyda phartneriaid perthnasol yng Ngwynedd • Cydweithio gyda'r swyddog gwirfoddoli i annog gwirfoddolwyr o'r gymuned i ddod i mewn i gyfnewid sgiliau a chreu hwb fydd yn meithrin diwylliant sydd yn meithrin yr egwyddor o 'Ailgylchu, Ailddefnyddio ac Ail gyfle' i bob dim. 	

- Comisiynu artistiaid llawrydd i gynorthwyo gyda chynnal gweithdai, sgysiau a chreu cynnyrch ein hunain.
- Dysgu ac Addysgu - Cydlynu, trefnu a darparu cyfres o weithdai ac ymgyrch a fyddai'n codi ymwybyddiaeth o bwysigrwydd ailgylchu, ail ddefnyddio a niwed y gall ffasiwn sydyn gael ein planed. Eto mae darparu addysg mewn ffordd amgen yn rhan o amcanion GISDA i sicrhau ein bod yn meithrin cenhedlaeth o ddinasyddion cyfrifol.

CODI YMWYBYDDIAETH AC ADDYSGU

- Codi ymwybyddiaeth ar gyfryngau cymdeithasol
- Creu ymgyrchoedd ar lein ac wyneb yn wyneb i godi ymwybyddiaeth
- Gweithio gyda phobl Ifanc yn yr hosteli i addysgu am ailgylchu a byw'n amgylcheddol
- Cynnal diwrnodau agored yn ein hybiau
- Darparu hyfforddiant i godi ymwybyddiaeth i staff yn fewnol ar egwyddorion lleihau ein hól troed carbon
- Hyrwyddo a marchnata deilliannau a chanlyniadau'r prosiect
- Gweithredu fel pencampwr amgylcheddol GISDA.

CYFRIFOLDEBAU ERAILL

- ⇒ I weithio o fewn fframwaith PIE (Psychologically Informed Environment), yn unol â Model Therapiwtig GISDA.
- ⇒ Staff i gael dealltwriaeth o drawma, ymlyniad ac anhwylderau personoliaeth.
- ⇒ I adeiladu perthynas gref, iach a chyfeillgar gyda pobl ifanc gan roi'r cyfle iddynt ymgysylltu a mynegi eu hunain mewn awyrgylch ffurfiol ac anffurfiol.
- ⇒ I greu awyrgylch di-sefydliad, diogel a chroesawgar sydd yn rhoi cyfle i bobl ifanc drafod a mynegi eu teimladau/pryderon.
- ⇒ I hyrwyddo ac annog pobl ifanc i ofalu am eu lles eu hunain a bod yn fwy annibynnol.
- ⇒ I annog, ysgogi a chredu mewn pobl ifanc .

CYFRIFOLDEBAU CYFFREDINOL

- ⇒ Cyfrannu tuag at hyfforddiant a datblygiad personol eich hun.
- ⇒ Hyrwyddo agwedd gyfeillgar, anfarnol, gwrth-wahaniaethol ym mhob agwedd o'r gwaith tuag at ddefnyddwyr gwasanaeth, cyd-weithwyr, aelodau o'r Bwrdd Rheoli ac aelodau o'r cyhoedd / asiantaethau eraill.
- ⇒ Hyrwyddo gwerthoedd a diwylliant mewnol y Cwmni.
- ⇒ Hyrwyddo nod ac amcanion y Cwmni.
- ⇒ Ymgymryd ag unrhyw dasgau rhesymol yn ôl yr angen.
- ⇒ Ymlynu at holl bolisiau a gweithdrefnau cyfredol y Cwmni.
- ⇒ Cyfrannu at sesiynau arolygaeth.
- ⇒ Cadw holl wybodaeth sy'n berthnasol i'r Cwmni, y staff a defnyddwyr gwasanaeth y Cwmni yn gyfrinachol.
- ⇒ Gweithio yn unol a Cod Ymarfer Cyngor Gofal Cymru.
- ⇒ Ymgymryd ag unrhyw dasgau rhesymol yn ôl yr angen.

MANYLDEB PERSON			
MEINI PRAWF	HANFODOL	DYMUNOL	DULL ASESU
Addysg a Chymhwysterau	Addysg yn cyfateb i o leiaf NVQ2, TGAU A-C.	Cymhwyster ym maes plant a phobl ifanc	Ffurflen Gais a Thystysgrifau
Profiad Perthnasol i Swydd	Diddordeb ac angerdd mewn materion sydd yn effeithio pobl ifanc	Profiad ym maes plant a phobl ifanc.	Ffurflen Gais a Chyfweliad
	Sgiliau creadigol ag/neu amgylcheddol	Gallu Uwchgylchu, gwnïo, adnewyddu offer amrywiol	Ffurflen Gais a Chyfweliad
		Hyrwyddo, marchnata a datblygu gwasanaeth	Ffurflen Gais a Chyfweliad
Gwybodaeth Perthnasol i Swydd	Ymwybyddiaeth o faterion amgylcheddol	Ymwybyddiaeth o ffiniau yn y maes cefnogaeth	Ffurflen Gais a Chyfweliad
Sgiliau Perthnasol i Swydd	Sgiliau rhyngbersonol da.	Cadw cofnodion ac ysgrifennu adroddiadau.	Ffurflen Gais a Chyfweliad
	Gweithio'n annibynnol ac fel aelod o dim	Y gallu i nodi risg a gweithredu camau perthnasol.	Ffurflen Gais a Chyfweliad
	Blaenoriaethu a threfnu gwaith		Ffurflen Gais a Chyfweliad
	Sgiliau gwranddo effeithiol		Ffurflen Gais a Chyfweliad
	Rheoli amser yn effeithiol		Ffurflen Gais a Chyfweliad
	Sgiliau technoleg gwybodaeth.		Ffurflen Gais a Chyfweliad
	Trin gwybodaeth sensitif a chyfrinachol.		Ffurflen Gais a Chyfweliad
	Cyfathrebu mewn amrywiaeth eang o sefyllfaoedd yn y Gymraeg a Saesneg.		Ffurflen Gais a Chyfweliad
	Y gallu i adnabod risg.		Ffurflen Gais a Chyfweliad
Arall		Trwydded Yrru Llawn.	Ffurflen Gais a Chyfweliad
Iaith	Gallu cyfathrebu'n ysgrifenedig ac ar lafar yn Gymraeg a Saesneg		Ffurflen Gais a Chyfweliad



JOB DESCRIPTION

JOB TITLE	Young Persons Maker Space and Environmental Coordinator
REPORTS TO	Creative Team leader
LOCATION	Caernarfon
HOURS	22.5
SALARY	B3.5: £24,992-£27,917 (pro rata)
CONTRACT	end March 2026
MAIN PURPOSE OF THE ROLE	
<p>The Caffi Creu makerspace project will aim to raise awareness of climate change and the circular economy by hosting the FWIWS space together with offering opportunities, workshops and activities and re-using, re-cycling and re-creating.</p>	
KEY RESPONSIBILITIES	
<p>FFIWS SPACE</p> <p>The FWIWS space will be a community space to create a variety of new material and create a creative buzz in Caernarfon town centre. The space will be open to everyone in the community but will also try to target people without previous technology or creative experience.</p> <ul style="list-style-type: none"> • Coordinating the Caernarfon creative space (FFIWS) including creating rotas, promoting, hosting events and being a point of contact for the hub. • Guidance on FIVES space engines including health and safety, equipment guidance and training. • Coordinating and holding workshops on our machines • Working in partnership with FWIWS spaces across Gwynedd and Mon. • Promote and market the spaceResponsibility for marketing and promoting the project's activities e.g. preparing a blog for LinkedIn, an awareness stand at a show or digital resources on our social media platforms <p>WORKSHOPS</p> <ul style="list-style-type: none"> • Building on the Caffi Creu GISDA project • Raise awareness of environmental issues and encourage positive environmental behavior with young people • Holding a program of joint activities with a creative team including: <ul style="list-style-type: none"> ○ Reuse workshops; upcycling, sewing, painting, re-creating etc ○ Pick up litter ○ Environmental Art Workshops ○ Drop-in sessions ○ Cooking • Collaborate with relevant partners in Gwynedd • Collaborate with the volunteering officer to encourage volunteers from the community to come in to exchange skills and create a hub that fosters a culture that fosters the principle of 'Recycling, Reusing and Second Chance' for everything. • Commissioning freelance artists to assist with running workshops, talks and creating our own products. 	

- Learning and Teaching - Coordinating, organizing and providing a series of workshops and a campaign that would raise awareness of the importance of recycling, reuse and the damage that fast fashion can have on our planet. Yet providing education in an alternative way is part of GISDA's objectives to ensure that we foster a generation of responsible citizens.

RAISING AWARENESS AND EDUCATION

- Raise awareness on social media
- Create online and face-to-face campaigns to raise awareness
- Work with Young people in the hostels to teach about recycling and environmental living
- Hold open days in our hubs
- Providing training to raise awareness for staff internally on the principles of reducing our carbon footprint
- Promote and market the outcomes and results of the project
- Act as GISDA's environmental champion

OTHER RESPONSIBILITIES

- ⇒ To work within a PIE (Psychologically Informed Environment) framework, in accordance with the GISDA Therapeutic Model.
- ⇒ Staff to gain an understanding of trauma, attachment and personality disorders.
- ⇒ To build a strong, healthy and friendly relationship with young people giving them the opportunity to engage and express themselves in a formal and informal atmosphere.
- ⇒ To create a non-organisational, safe and welcoming atmosphere which gives young people the opportunity to discuss and express their feelings/concerns.
- ⇒ To promote and encourage young people to look after their own well-being and be more independent.
- ⇒ To encourage, motivate and believe in young people

GENERAL RESPONSIBILITIES

- ⇒ Contribute towards your own training and personal development.
- ⇒ Promote a friendly, non-judgmental, anti-discriminatory attitude in all aspects of the work towards service users, fellow workers, members of the Management Board and members of the public / other agencies.
- ⇒ Promote the values and internal culture of the Company.
- ⇒ Promote the aim and objectives of the Company.
- ⇒ Undertake any reasonable tasks as required.
- ⇒ Adhere to all current Company policies and procedures.
- ⇒ Contribute to supervision sessions.
- ⇒ Keep all information relevant to the Company, the staff and users of the Company's service confidential.
- ⇒ Working in accordance with the Care Council for Wales Code of Practice.
- ⇒ Undertake any reasonable tasks as required. Promote the Company's internal values and culture.

PERSON SPECIFICATION			
BENCHMARKS	ESSENTIAL	DESIRABLE	ASSESSED
Education and Qualifications	Education equivalent to at least NVQ2, GCSE A-C.	qualification in field of children and/or young people	Application Form and Certificates
Experience and Awareness Relevant to Role	Interest and passion in issues that affect young people	Experience in the field of children and young people .	Application Form and Interview
	Creative and/or environmental skills	Ability to Upcycle, sew, refurbish various equipment	Application Form and Interview
		Promotion, marketing and service development	Application Form and Interview
Skills Relevant to Role	Awareness of environmental issues	Awareness of boundaries in the area of support	Application Form and Interview
	Good interpersonal skills.	Record keeping and report writing .	Application Form and Interview
	Working independently and as a member of a team	The ability to identify risk and take relevant action.	Application Form and Interview
	Prioritise and organise work		Application Form and Interview
	Effective listening skills		Application Form and Interview
	Effective time management		Application Form and Interview
	IT skills		Application Form and Interview
	Handling of sensitive and confidential information.		Application Form and Interview
	Communicate in a wide variety of situations in Welsh and English .		Application Form and Interview
	Ability to identify risk.		Application Form and Interview
		Full driving licence	Application Form and Interview
Other	Able to communicate in writing and orally in Welsh and English		Application Form and Interview