



Supporting People – Improving Lives

**Digartref Cyf is looking to recruit for the following post:**

**Supported Housing Project Manager – Holyhead, Anglesey**

Salary scale £30,723.50 - £31,628.67 (point 30 to 31)

37 hours per week

*(Mainly Monday to Friday)*

Plus Managers On-call every 4 weeks

*(for which an additional payment will be made)*

***Do you want to use your skills and experiences to make a difference to the lives of young people aged 16 to 24 who have experienced homelessness?***

We have a fantastic job opportunity for a Supported Housing Projects Manager who has a good understanding of the housing/homelessness sector, a range of line management skills and abilities, the vision and ambition to develop and deliver an outstanding service for clients.

You will be a resilient and supportive operational manager, one that can manage the day to day running of Digartref's supported housing services in the Holyhead area of Anglesey.

You will be a team player, able to lead and develop your staff to deliver high quality services that help young people recognise their own strengths, develop independent living skills, and move away from homelessness for good.

**Company Benefits include:**

- 25 days annual leave (rising to 28 dependent on length of service) plus bank holidays
- Company pension and SHPS In-Work life assurance cover (providing you meet the schemes eligibility criteria)
- Paid training and development opportunities
- Paid mileage for in-work related travel at 45p per mile
- Eye test/voucher for glasses
- Company Sick Pay Scheme
- Hybrid working arrangements (1 day home working each week)
- Paid enhanced DBS

The ability to communicate through the medium of Welsh, or the commitment to learn, is an essential requirement.

If you would like discuss the role in more detail, or have any other queries relating to this role before applying please call 01407 761653 to arrange an informal discussion with Wendy Hughes.

To view a full Job Description please visit [www.digartref.co.uk/current-vacancies](http://www.digartref.co.uk/current-vacancies)

To apply please submit a C.V and cover letter in the first instance to

**Katy Taylor, Administrator**

**01407 761653**

**[hr@digartref.co.uk](mailto:hr@digartref.co.uk)**

***Shortlisting of applications and interviews for this role will take place while the advert is live; the advert will close once the successful candidate is found. Candidates are therefore encouraged to submit applications as soon as possible.***



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Mae Digartref Cyf yn gobeithio recriwtio ar gyfer y swydd ganlynol:

**Rheolwr Prosiect Tai â Chymorth – Caergybi, Ynys Môn**

Graddfa cyflog £30,723.50 - £31,628.67 (pwynt 30 i 31)

37 awr yr wythnos

(Dydd Llun i ddydd Gwener yn bennaf)

Ynghyd a rheoli galwadau bob 4 wythnos

(y gwneir taliad ychwanegol ar ei gyfer)

***Ydych chi eisiau defnyddio eich sgiliau a'ch profiadau i wneud gwahaniaeth i fywydau pobl ifanc rhwng 16 a 24 oed sydd wedi profi digartrefedd?***

Mae gennym gyfle gwaith gwyd i Reolwr Prosiectau Tai â Chymorth sydd â dealltwriaeth dda o'r sector tai/digartrefedd, ystod o sgiliau a galluoedd rheoli llinell, y weledigaeth a'r uchelgais i ddatblygu a chyflwyno gwasanaeth rhagorol i gleientiaid.

Byddwch yn rheolwr gweithredol gwydn a chefnogol, un a all reoli'r broses o redeg gwasanaethau tai â chymorth Digartref yn ardal Caergybi, Ynys Môn o ddydd i ddydd.

Byddwch yn chwaraewr tîm, yn gallu arwain a datblygu eich staff i ddarparu gwasanaethau o safon uchel sy'n helpu pobl ifanc i adnabod eu cryfderau eu hunain, datblygu sgiliau byw'n annibynnol, a symud oddi wrth ddigartrefedd er lles.

**Mae Buddion y Cwmni yn cynnwys:**

- 25 diwrnod o wyliau blynyddol (gan godi i 28 yn ddibynnol ar hyd y gwasanaeth) ynghyd â gŵyl y banc
- Clawr yswiriant bywyd mewn gwaith a pensiwn cwmni SHPS (ar yr amod eich bod yn cwrdd â meini prawf cymhwysedd y cynllun)
- Hyfforddiant a chyfleoedd datblygu cyflogedig
- Milltiroedd cyflogedig ar gyfer teithio sy'n gysylltiedig â gwaith ar 45c y filltir
- Prawf/taleb llygaid ar gyfer sbectol
- Cynllun Tâl Salwch Cwmni
- Trefniadau gweithio hybrid (1 diwrnod gweithio adref bob wythnos)
- DBS uwch

Mae'r gallu i gyfathrebu drwy'r Gymraeg, neu'r ymrwymiad i ddysgu, yn ofyniad hanfodol.

Os hoffech drafod y rôl yn fwy manwl, neu os oes gennych unrhyw ymholiadau eraill yn ymwneud â'r rôl hon cyn gwneud cais ffoniwch 01407 761653 i drefnu trafodaeth anffurfiol â Wendy Hughes.

I weld Disgrifiad Swydd llawn ewch i [www.digartref.co.uk/current-vacancies](http://www.digartref.co.uk/current-vacancies)

I wneud cais, cyflwynwch C.V a lythyr gorchudd yn y lle cyntaf i

**Katy Taylor, Gweinyddwr**

**01407 761653**

**[hr@digartref.co.uk](mailto:hr@digartref.co.uk)**

***Bydd y rhestr fer o geisiadau a chyfweiliadau ar gyfer y rôl hon yn digwydd tra bo'r hysbyseb yn fyw; bydd yr hysbyseb yn cau unwaith y bydd yr ymgeisydd llwyddiannus yn cael ei ganfod. Mae ymgeiswyr felly yn cael eu hannog i gyflwyno geisiadau cyn gynted â phosib.***