

The Facial (2 hours)

TABLE OF CONTENTS	page
Module 1: <u>Methods and Products</u> (1 hour)	2
Module 2: <u>The Salon Team</u> (1 hour)	15
Credits, References, and Resources	26

Module 1: Methods and Products (1 hour)

Outline

- Environmental Impact
- Protecting the Skin
- Categories of Facials
- Implements used for the Facial
- Service Client Preparation
- Skin Analysis
- Applications of the Facial Service
- Skin Care Products and Ingredients

Learning objectives:

After completing this lesson you will be able to:

- explain the environmental impact on the skin
- describe symptoms of sunburn
- describe conditions that can change the appearance of the skin
- describe aging skin
- identify the benefits of a facial
- list the materials and equipment required for a facial
- list the basic procedures of a facial
- identify skin care products and ingredients
- describe skin cleansers
- identify the categories of skin toners
- identify types of skin masks

Introduction: The purpose of this study is to review principles, practices and theories of skin health and facial services.

Environmental Impact on the Skin

The sun produces enormous amounts of heat and light, some of which reaches the earth. Without this heat and light there would be no life.

Unfortunately the sun also produces less beneficial rays, which are completely invisible to us, called ultraviolet radiation.

Part of this radiation is reflected by the stratum corneum at the skin surface, part is absorbed by the melanin in the epidermal cells, and some is scattered within the skin.

All three processes contribute to the vital function of protecting the nuclei of the cells in the epidermis and the collagen of the dermis.

This scattered radiation creates a lot of high-energy particles, which are called free radicals.

Free radicals are very reactive, and attack the constituents of the skin: this is why over a long time ultraviolet radiation produces so much damage.

Sunlight reflected from snow can damage our skin because it contains a substantial proportion of ultraviolet radiation.

Sunburn

The following are the most common symptoms of a sunburn. However, each individual may experience symptoms differently. Symptoms may include:

- redness
- swelling of the skin
- pain
- blisters
- fever
- chills
- weakness
- dry, itching, and peeling skin days after the burn

Water and the skin

Throughout our lives our bodies naturally lose water by constant gentle evaporation through our skins trans-epidermal water loss, although we are unaware of the process.

Preventing excessive water loss is exceptionally important. In the normal epidermis the water content gets less the closer we get to the surface.

Water makes up to 70-75% of the weight of the basal layer, but only 10-15% of the stratum corneum.

The stratum corneum is a particularly important barrier to the control of moisture loss.

Cell Regeneration

With increasing age, the skin's cell renewal process becomes less efficient.

Tissue repair and cell regeneration slow down.

The amount of natural moisture present in the skin is reduced.

Because collagen production is less, the skin becomes thinner and loses its flexibility.

Protecting the Skin

The most obvious sign of aging is a decrease in the overall thickness of the epidermis as a whole, with a reduction in the number of cell layers.

The number of cells in the stratum corneum does not diminish with age, however; this is important, because of the vital role of this layer as the skin barrier.

On the other hand, the numbers of melanocytes and other cells do decrease with age. Metabolism in the skin slows down. So does the rate at which epidermal cells are produced, which may interfere with wound healing.

The time necessary to repair the stratum corneum barrier increases considerably with age: the replacement of skin cells takes about twice as long for people over 75 as for those around 30. Although the sebaceous glands themselves do not change much with increasing age, sebum production declines in many older people, especially after the age of 70. With age, the number of active sweat glands falls and their output of sweat decreases too. As a result, perspiration is less in elderly skin. This explains why older people often find it hard to adapt to hot weather.

Most older people have dry skin and therefore have a special need to avoid the over-use of harsh soaps and detergents, in order to prevent problems associated with dryness. Aged skin retains its fundamental ability to control water loss, but may partially lose this ability if the stratum corneum barrier becomes damaged by physical or chemical agents.

Many substances will penetrate aged skin more easily than young skin. As we grow older, the skin loses its firmness and elasticity. Patches of discoloration and areas of dilated blood vessels appear. On exposed areas of aged skin, such as the hands and face, the skin patterns are often markedly changed.

Reasons for the changing appearance:

- * blood circulation slows down
- * metabolism slows down
- * chemical changes take place in the tissues
- * sebaceous glands diminish in size and number
- * collagen production breaks down
- * hormone production is altered or reduced.

The Professional Facial

The professional facial is universally recognized as the most relaxing services available in the salon.

We enjoy the benefits to our skin as well as the esthetic sense of well being as the restful yet stimulating experience unfolds.

To get the best results from facials the client should come on a regular basis to maintain healthy skin and reverse environmental damage.

The professional Esthetician knows the techniques that must be applied in order to get the visible results that the client is looking for such as better skin tone, texture and overall appearance.

There are 2 categories of facials:

Preservative: for maintaining good health and

Corrective: for correcting skin conditions.

For a preservative facial, we focus on maintaining the good condition of our client using cleansing methods, increasing circulation, relaxing the nerves and activating the skin glands through manipulations.

For a corrective facial, we focus on correcting one or more facial conditions such as oiliness, dryness, blackheads, age lines and minor acne.

The benefits of a facial:

- Cleansing the skin
- Increasing circulation
- Activating glandular activity
- Relaxing the nerves
- Maintaining muscle tone
- Strengthening weak muscle tissue
- Correcting certain skin disorders
- Helping prevent the formation of wrinkles and age lines
- Softening and improving skin texture and complexion
- Adding to the client's confidence

The facial experience begins by helping the client to relax by speaking in a calming quiet manner.

A professional Esthetician will explain the benefits of the products and services and will answer any questions that the client may have.

In order for the client to relax, she must feel that she is in a calming environment. The biggest key to a successful calming environment is quietness.

The ability to work quietly and efficiently brings confidence to the client that she will have a high quality experience.

The professional Esthetician will keep all work areas neat and clean and above all, sanitary. Disorganization can not be a part of the professional esthetician's environment.

Work habits must be above average setting high standards in all elements of client service.

Being sanitary with products by only using clean, disposable spatulas is the only way to guarantee that no products will be contaminated.

The product must not be contaminated inside the container by a used implement as well as the product must not be contaminated that is being used on the client.

Prearrange all implements that you will need prior to the arrival of your client. **Follow systematic procedures.**

Warm your hands before touching the client if you hands are cold and keep your nails smooth and free from anomalies that might scratch or injure your client.

The professional Esthetician will naturally develop their own list of favorite products and equipment as they achieve better results with what they use.

But there are basics on the list of items that are standards in the industry and that we can not do without.

The most useful items are as follows:

- 1) Absorbent cotton
- 2) Antiseptic lotion
- 3) Astringent
- 4) Clean sheet or other covering
- 5) Cleansing cream or lotion
- 6) Cleansing tissues
- 7) Cotton pads
- 8) Cotton swabs and pledgets
- 9) Facial steamer
- 10) Freshing lotion – mild astringent

- 11) Gauze for the mask
- 12) Head band or head covering
- 13) High frequency machine
- 14) Infrared lamp
- 15) Lubricating oil
- 16) Magnifying lamp
- 17) Makeup tray
- 18) Mask
- 19) Moisturizer and protective lotion
- 20) Safety and bobby pins
- 21) Salon gown
- 22) Spatulas
- 23) Sponges
- 24) Tissue strips
- 25) Towels

Gathering and organizing elements from the list above should never become a daunting task.

To the professional Esthetician, it is a pleasure to provide high quality services to our worthy clients in order to develop the reputation that we all aspire to.

The appreciation of the client is unmeasurable when they tell all of their friends what a great experience it was to be served in such an outstanding way.

For the client, it is easy to detect disorganization and unpreparedness.

This impression leads to an end result in which the client will never return.

The client may never show signs of dissatisfaction and you still may get your anticipated tip, but she will never call and make an appointment again if she is dissatisfied.

Repeat business is where you can see your diligence and consistency in the area of preparedness, organization, and sanitation pay off.

1. Prepare the client:

- a) Please always greet the client with sincere tones and a least one compliment. This puts the client at ease in the warmth of your personal environment.
- b) Even though the client may have been to your establishment many times, remind her to remove all jewelry and store it in a safe place. Welcome her to keep her handbag nearby during the facial. This is a number one choice in the client's feeling of well being and security. And we know how many ladies “go nowhere” without their purses far behind.
- c) And again, even though your client has been to your salon and could walk with blind folds on, still walk with her and show her to the dressing room and offer assistance if needed.
- d) Place a clean towel across the back of the facial chair to prevent contact from the clients bare body parts. Not only is it unpleasant to feel cold vinyl against your bare shoulders, it has a definite impression of uncleanness and it is an unclean practice.
- e) Seat the client and assist if needed, then place the towel across the clients chest. Cover the client with the sheet and fold the top edge of the towel over the sheet. Remove the client's shoes and tuck the sheet around their feet. If they have removed their shoes because your salon provides booties in the dressing room, simply tuck the sheet around their booted feet.
- f) Fasten a headband lined with tissue, or a towel, or other head covering around the client's head to protect the hair. Turban designs are very popular and elasticized hair coverings are good as well. The fact that they are cloth or paper makes an acceptable alternative to towels.

Procedures for wrapping the clients head:

1. Fold the towel lengthwise from one of the top corners to the opposite lower corner, and place it over the headrest with the fold facing down. Place the towel on the headrest before the client enters the facial area. When the client is in a reclined position, the back of the head should nest on the towel, so that one side of the towel can be brought up to the center of the forehead to cover the hairline
2. With the other hand, bring the other side of the towel over the center and cross it over.

3. Use a regular bobby pin to hold the towel in place. Check to be sure that all stands of hair are tucked under the towel, earlobes are not bent, and the towel is not wrapped too tightly.

g) Remove lingerie straps from the client's shoulders. If client is given a strapless gown to wear, tuck the shoulder lingerie straps into the top of the gown.

h) Adjust the headrest, then lower the facial chair to a reclining position. Wash your hands

2. Analyze the client's skin.

a) Remove makeup to determine:

1. If the skin is dry, normal or oily
2. If fine lines or creases exist
3. If blackheads or acne are present
4. If broken capillaries are visible
5. If the skin texture is smooth or rough
6. If the skin's color is eventually

b) This will determine:

1. What products you will use
2. The areas of the face that need special attention
3. The amount of pressure for manipulations
4. If lubricating oil or cream is needed around the eyes
5. Equipment or apparatus to use

3. Apply cleansing cream

a) a tsp of cleansing cream or lotion should be used. Use your spatula to remove this from the container. Lend the cream or lotion with your fingers to soften it. Remove makeup with a moist cotton pad or soft tissue. Be gentle working around the eyes and mouth.

b) Start at the neck using both hands in a sweeping movements to spread the cleanser upward to the chin, jaws, cheeks and base of the nose to the temples, then along the side and the bridge of the nose. Use a circular motion with fingertips. Use upward sweeping movements between the brows and across the forehead to the temples

c) Take more cleanser and use long strokes to smooth down the neck chest and upper back

d) begin at the middle of the forehead and using fingertips and circular motion circle the eyes to the temples and back to the middle of the forehead

e) Then slide fingers down the nose to the upper lip to the temples and then the forehead – lightly down to the chin – then up the jawline to the temples and forehead

4. Remove the cleansing cream

a) Use tissues, warm moist towels, moist cotton pads, or facial sponges to remove the cleanser. Begin at the forehead and follow the contours of the face. After removal of the cleanser from the face then, proceed to the neck chest and back.

5. Steam the face

a) use warm moist towels or a facial steamer to open the pores. Steam opens pores to cleanse blackheads, makeup and other debris and helps to soften superficial lines and increases blood circulation

6. Apply manipulation cream

a) select for the skin type and use the same procedure as with the cleanser
b) add lubrication oil or cream around the eyes and on the neck

7. Give facial manipulations

a) Cover the clients eyes with cotton pads moistened with a mild astringent
b) Manipulate the face using proper procedures

8. Expose the face to infrared light during or after facial manipulations

a) Cover the clients eyes with cotton pads moistened with a mild astringent
b) Place the lamp at a comfortable distance from the face
c) Expose the face to infrared rays for 3 to 5 minutes

9. Remove manipulation cream

a) use tissues, moist towels, moist cleansing pads, or sponges.

10. Apply astringent or mild skin freshening lotion

a) Sponge the face with cotton pledgets moistened with the lotion

11. Apply mask formulated for the client's skin condition. Leave on 7 to 10 minutes.

12. Remove the mask with wet cotton pledgets or towels

13. Wipe the face with pledgets saturated with a mild astringent

14. Apply a moisturizer or protective lotion

15. Completion

- a) discard used disposable supplies
- b) close product containers tightly, clean them and put them away
- c) place used towels, coverlets, and head covers in appropriate containers
- d) tidy up
- e) wash and sanitize your hands

Professional Skin Care Products

Skin care products are designed specifically to improve the appearance and health of the skin. Knowledge of these products and their ingredients are key in successful esthetic service application and results.

Basic cleansers

The skin needs a less harsh choice for cleansing than regular soap. Soap can create dryness and can leave a film on skin, so the better alternatives are face washes, cleansing lotions and cleansing creams.

The face wash is a detergent based cleanser but is neutral in it's pH level. It foams like soap but is much gentler on the skin. It leaves the face with a tight feeling after rinsing but for those with **oily skin** it is often a good choice because it can get rid of oil.

The cleansing lotion is water based and is great for **normal to combination** skin.

The cleansing cream is oil based and is a first choice for makeup removal. It is also great for cleansing dry or aged skin. It must be applied and removed with sponges or clothes in order to completely remove residue.

Toners (tonic lotions)

Toners are astringents that are used after cleansing the skin and before moisturizers are applied. They can be applied with cotton pads or sprayed on . Toners vary in strengths containing different levels of alcohol.

Categories of Toners:

Fresheners have the lowest level of alcohol content, between 0% and 4% and are recommended for dry or aged skin.

Toners have a medium level of alcohol content, between 4% to 15% and are recommended for normal or combination skin. They tend to give the skin a tight feel.

Astringents have the highest alcohol content, between 15% to 35% and are recommended for very oily skin including acne conditions. It's easy to over dry the skin when using this level too often.

Masks and Packs:

For thousands of years beauty applications have included masks. They have always included ingredients such as herbs, vitamins and oils. Many have used seaweed and clay in their formulations due to the high content of nutrients. Skin conditions can be improved by using masks.

Setting masks contain ingredients that harden on the face.

Non-setting masks stay moist and do not harden.

Masks tighten skin, draw out impurities, hydrate, nourish, and soothe the skin.

As **clay masks** dry and harden, they draw out impurities. It stimulates circulation and contracts the pores of the skin.

These clay formulations contain silica, kaolin, and bentonite.

Commercially made **packs** remain moist and creamy and often contain aloe or seaweed which have healing properties.

Paraffin wax masks are used to promote penetration of ingredients by its warming action. It increases blood circulation and has a softening effect on the skin.

Paraffin wax application procedure

1. melt the paraffin – set the warming unit temperature to just above body temperature
2. once melted, test the wax on your own wrist to insure a comfortable temperature has been achieved
3. Apply one coat of paraffin to the skin of the face and neck
4. Place pre-cut gauze over the first coat of wax
5. apply wax ¼ inch thick
6. cover the client's eyes with pads
7. the wax will harden after 15 to 20 minutes – use a wooden spatula to work the mask loose
8. lift the mask in one piece

Modelage masks

Modelage masks are a self-heating application.

When ingredients are mixed together and applied to the client a chemical reaction occurs that self-heats up to 105°F.

It takes 20 minutes to heat and then cool down on the client's face.

Moisturizers

After cleansing the skin, we apply moisturizer in order to protect and nourish.

All skin no matter what the type needs to be moisturized.

The formula of moisturizer is chosen according to the condition and type of the skin.

Moisturizers contain ingredients that help the skin retain it's moisture.

Product Ingredients

The following ingredients are found in skin care products.

- ◆ **Alcohol:** SD alcohol aka ethanol
- ◆ **Algae:** derived from minerals
- ◆ **Allantoin:** man-made chemical from uric acid – has healing qualities
- ◆ **Aloe:** from the aloe leaf – has hydrating, healing, antimicrobial and anti-inflammatory properties
- ◆ **Alum:** man-made compound – from aluminum, potassium or ammonium sulfate – stops bleeding
- ◆ **Azulene:** from the chamomile plant – anti-inflammatory properties
- ◆ **Benzyl peroxide:** drying properties
- ◆ **Calendula:** plant extract with anti-inflammatory properties
- ◆ **Carrot:** used to color and contains vitamin in it's oil
- ◆ **Chamomile:** plant extract with soothing properties
- ◆ **Collagen:** from cow placentas – a protein
- ◆ **Essential oils:** herb oils

- ◆ **Glycerine:** from oils or fats, used as a softener
- ◆ **Hyaluronic acid:** water binding properties
- ◆ **Jojoba:** lubricant, moisturizer
- ◆ **Lanolin:** sheep's wool derivative, emollient
- ◆ **Liposomes:** transporting delivery system of hollow spheres that carry nutrients to the skin
- ◆ **Mineral oil:** petroleum based, emollient
- ◆ **Parabens:** preservative
- ◆ **Silicone:** emollient that leaves a film
- ◆ **Sodium bicarbonate:** baking soda, use as a pH adjuster
- ◆ **Squalane:** derived from olives, nourishes
- ◆ **Sulfur:** reduces oil gland activity
- ◆ **Titanium dioxide:** blocks UV rays
- ◆ **Urea:** helps other substances penetrate into the skin
- ◆ **Witch Hazel:** ingredient in toner, astringent qualities, derived from bark
- ◆ **Zinc Oxide:** healing agent from zinc ore

Summary

The cosmetic industry has a large selection of professional products for the salon professional to choose from. We make choices from these products in order to best serve the client's needs. The combination of knowing anatomy of the skin and recognizing skin conditions is irreplaceable in choosing the products used when performing a professional facial service. Results are strongly based on these factors. We now turn our attention to sanitation and sterilization.

Module 2: The Salon Team (1 hour)

Outline

- Preparing for the Interview
- Job Applications
- Prospering In The Salon
- Glossary

Key Terms

accomplishments

attitude

employment

enthusiasm

evaluation

integrity

motivation

portfolio

prosper

resume

revenue

role-play

subordinate

work ethic

Introduction

In this study module, we will discuss ways of successful preparation for a job interview, what to expect on job application forms, and how to prosper once you do get the job. Advance preparation in several crucial areas can determine success or failure.

Preparing for the Interview

Resume Review:

Preparing for the face to face interview includes reviewing your resume.

- Does your resume represent your abilities and accomplishments in your job and training?
- Does it make your reader inquisitive and want to learn more?
- Is the format neat and easy to read with content that emphasizes your skills?
- Is all information relevant to the job you are seeking?
- Is it a relatively complete and well-rounded overview?

Portfolio Review:

Preparing for the face to face interview includes reviewing your portfolio.

Did you include:

- diploma
- awards and Certificates of Achievement
- resume
- letters of reference from former employer(s)
- continuing education certificates
- memberships of Cosmetology organizations
- before and after photos
- other relevant documentation

Now would be the time to remove anything from your resume or portfolio that doesn't fit in with your overall purpose.

Now let's focus on wardrobe.

Since you have previewed the potential establishment, you now have an idea of what they consider the image appropriate for their salon.

You should try to mirror this as closely as possible.

You want to look like you could begin work the day you are interviewed with no changes needed.

You might be asked to return for a second interview so have ready a second outfit for that purpose.

Consider these points:

- Is your outfit appropriate for that position?
- Is it an up-to-date fashion and does it fit well?
- Are your accessories appropriately sized and not noisy?
- Are your fingernails clean and manicured?
- Is your hair style up to date and flattering?
- Ladies, is your make-up up-to-date and appropriate?
- Men, are you clean shaven and/or your facial hair appropriately trimmed?
- Is your cologne or perfume lightly applied?
- Are you carrying a handbag or briefcase but not both?

In addition to your resume and portfolio, you will need to have a list of names and dates of former employment, education and references.

Be ready for the questions!

You may not be a professional “interviewee” but there is a good chance that your future employer is a professional “interviewer”.

She will be ready to ask the hard questions whether or not you are ready to answer them, so be ready. There are certain questions that are often asked by employers.

You can be ready and even rehearse your answers. Get a friend or family member to **role-play**.

It's a great way to put yourself at ease with having to think on your feet.

Let's role-play right now!

Below are typical questions that are often asked during an interview.

What would be your answers?

What did you like best when your first began training in your field?
Are you regularly on-time for meetings and work-days?
What do you feel are your strongest skills? What areas do you feel are not as strong and why?

Are you a team player? Give me an example of when you were a team player.

Are you flexible? Give me an example of when you had to be flexible.

What is your ultimate career goal?

What days and hours are you available for work?

Do you have your own transportation?

Are there any problems that would prevent you from being employed full-time?

What assets would you bring to this position and to our salon?

Who is the most interesting person you have ever met? Why?

How do you handle difficult people?

How do you feel about retail?

- If you prepare ahead of time, you will be more relaxed and will give better answers.
- If you were told to be prepared to perform a service as part of the interview, you will need to prepare your model to ensure that she will meet interview standards.
- Discuss with her what to expect, what to wear, what not to wear and the need to arrive early.
- Gather all necessary gear to perform the service.
- Be careful to observe all modes of sanitation, storage and customary behaviors you normally would.

The Interview

Tips for the “face-to-face”:

- Be early.
- Smile.
- Use good posture at all times.
- Be courteous and polite at all times.
- Remain standing until asked to be seated or whenever you are aware that it is expected.
- Never chew gum or smoke even if offered to do so.
- **Do not bring food or drink.**
- Do not lean. Do not touch the interviewer except for a hand shake. Do not touch his desk or other items.
- Make a good first impression, be relaxed and confident.
- Speak clearly.
- Answer questions truthfully and do not speak longer than a couple of minutes about any given subject.
- Never criticize former employers.
- **Thank the interviewer at the end of the interview.**

You will be asked by the interviewer if you have any questions. Never say no! It shows interest and enthusiasm to be inquisitive about your new job.

Here are a few questions that you can ask.

May I review the job description?
Is there a salon manual?
How does your salon advertise?
How long do your employees usually work here?
Does your company offer continuing education?

Does your company offer benefits, medical insurance or paid vacations?

What is your compensation plan?

When will the position be filled?

Should I follow up with you about your decision or will you be contacting me?

It probably wouldn't be necessary to ask all of the questions listed above, however, do ask the questions that are most important to you.

Pay attention to the interviewer's reactions to your questions. You will most likely be able to discern when it is a good time to end the conversation.

Employment Application

Here is where you will use your prepared notes: dates of employment, addresses of former employers.

The application is always a mandatory addition to your resume. Employment applications will vary from company to company however there is a standard in which certain information is customary.

Read the following Sample Application:

Personal Information		
Date	Telephone	Social Security Number
Last Name	First Name	Middle Name
Physical Address		
Do you have relatives that are employed with X Company?		Name:
Were you referred to this salon?		Name:
Desired Position		
Date you can start	Salary desired	

Current Employer				
May we contact them?				
Have you ever applied for a position with our company before?				
Where?				
When?				
Education				
Name/ location of school			Years completed:	
Subjects studied:				
Additional subjects studied:				
What languages do you:				
Speak fluently?				
Read fluently				
Write fluently				
List any US Military Service		Rank	presently serving?	
Do you serve in the National Guard Reserve?				
Employment History				
List below the last three employers, beginning last one first.				
Date: month/year	Name and Address of Employer	Position	Reason for leaving	Salary
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				
References:				
List names of 3 people not related to you that you have known for one year or longer.				
Name	Address	Business	Years known	

<p>Physical Record</p> <p>Do you have any physical disability that might affect your job performance?</p> <p>Emergency Contact Person:</p> <p>Name _____ Address _____</p> <p>Telephone _____</p> <hr/> <p>I authorize all my statements in this application to be investigated. I understand that I can be dismissed from employment if any misrepresentation or omission of facts are present.</p> <p>Signature _____</p> <p>Date _____</p>			

Prospering in the Salon

There are many ways to *prosper*.

You prosper in your relationship with other professionals.

You prosper in your relationship with clients and management.

You prosper financially.

One of the basic tools to measure prosperity as a salon professional is your finances and income.

Financial prosperity comes with successful business practices.

It's our reward for excellence.

The personal service industry can be very challenging, especially if you are ever mistreated or disrespected by the people that you serve.

Prosperity in the knowledge that you have lasting integrity and honesty with those that you serve and those that you work with is immeasurable.

Thriving or Surviving?

There are solid approaches to increase prosperity in the salon. Putting these approaches into action will help the salon professional to thrive.

<p>Put others first. This sometimes means putting your own feelings aside while putting the client or the salon first.</p>
<p>Fulfill your word. Do what you say you will do. Be truthful and do not exaggerate.</p>
<p>Be on time. Your time is carefully scheduled and if you are late it will impact the client and your team. Arrive to work early enough to prepare your station and to prepare for your first client before she gets there.</p>
<p>Be grateful for your job. It is a privilege to have a job. Behave with a positive attitude and appreciation for it.</p>
<p>Be a problem solver. All places of employment has it's share of difficulties. You can assist in solving any problem that may arise. Think constructively and be the problem solver.</p>
<p>Respect all. No matter what is said or done, respect all at all times.</p>
<p>Learning for a lifetime. All of your professional life, there will be new things to learn. A mature professional always finds new things to learn.</p>

The Team

It's a give and take world no matter what the job. You can't always be a taker, you must contribute. Whether you contribute much or little, no kind deed goes unnoticed. A salon is the kind of team environment that provides the opportunity to exercise great artistic freedom. Many people are not so fortunate as to have a professional license and would love to take your place. No matter what the challenge, it is indeed a privilege to be on the team.

Key Principles of The Team Mentality

To be a good team player you should:

Help others. Do things not only to help yourself be successful but be concerned with helping others succeed. Go beyond the call of duty from time to time when you see someone needs assistance.

Pitch in. Join in to do tasks. Be self motivated. Do things because they need to be done. Don't wait to be instructed.

Share your knowledge. We are all in this together and if you can mention something that can enhance the knowledge of others it is always a good thing.

Be positive. Don't join in with those that have negative attitudes. Speak positive and think positive.

Build relationships. Get along with others. Have conversations and build a relationship between you and other team members.

Resolve conflicts willingly. Find solutions and be quick to forgive. Quickly resolve unpleasant issues so they do not grow into bigger problems.

Be willing to be subordinate to your manager. All employees must be able to be instructed by their manager. You must make an effort to show you are willing to be instructed.

Loyalty. Be loyal to your manager and to your salon.

Please review the following definitions.

Glossary:

<i>enthusiasm</i>	en·thu·si·asm [en-thoo-zee-az-uh m] Origin: c.1600, from M.Fr. enthousiasme, from Gk. enthousiasmos, "be inspired," *ardent and lively interest or eagerness
<i>motivation</i>	mo·ti·va·tion [moh-tuh-vey-shuh n] Origin: 1873, from motivate. Psychological use, "inner or social stimulus for an action," is from 1904 *desire to do; interest or drive
<i>portfolio</i>	port·fo·li·o [pawrt-foh-lee-oh, pohrt-] Origin: 1722, from It. portafoglio "a case for carrying loose papers," from porta, imperative of portare "to carry" + foglio "sheet, leaf," from L. folium. *a flat, portable case for carrying loose papers, drawings, etc.
<i>posture</i>	pos·ture [pos-cher] Origin: 1595–1605; < French < Italian postura < Latin positūra. *A position of the body or of body parts.
<i>prosper</i>	pros·per [pros-per] Origin: mid-15c., from O.Fr. prosperer (14c.), from L. prosperare "to flourish, succeed." *to be successful or fortunate, especially in financial respects; thrive; flourish.
<i>relevant</i>	rel·e·vant [rel-uh-vuh nt] Origin: 1560, from M.L. Relevantem *bearing upon or connected with the matter in hand; pertinent:
<i>role-play</i>	role-play [roh1-pley] Origin: 1945–50 *to assume the attitudes, actions, and discourse of another, especially in a make-believe situation in an effort to understand a differing point of view or social interaction:
<i>subordinate</i>	sub·or·di·nate [adj., n. suh-bawr-dn-it; v. suh-bawr-dn-eyt] Origin: 1425–75; late Middle English (adj.) < Medieval Latin subōrdinātus past participle of subōrdināre to subordinate, equivalent to Latin sub- sub- + ōrdin- (stem of ōrdō) rank, order + -ātus -ate *placed in or belonging to a lower order or rank
<i>work ethic</i>	work ethic Origin: 1950–55 *a belief in the moral benefit and importance of work and its inherent ability to strengthen character.

Summary

By professionally applying employment principles, practices and theories, the salon professional will have the best chance to get the job. Applying what you have learned about getting the job, can greatly improve your chances among other employment candidates.

Course Conclusion

In this course, we focused on many topics of the principles, practices and theories pertinent to being a licensed professional. We have discussed the professional facial service. We have also discussed the importance of gainful employment. This knowledge is a necessary base for a solid foundation in the success of a professional career in the beauty industry. We applaud your continued interest in learning and your motivation to keep your professional license in good standing with the State Board. We invite you to participate in our course next renewal cycle. Thank you and congratulations on completing this continuing education course.

Credits, References, and Resources

Milady's Standard Cosmetology 13th Edition copyright © 2016 Thomson Delmar Learning
5 Maxwell Drive, Clifton Park, NY 12065-2919 * <http://www.milady.com>

Milady's Standard Cosmetology 14th Edition copyright © 2022 ISBN-10. 0357871499 · ISBN-13.
978-0357871492

Knock 'em Dead Job Interview: How to Turn Job Interviews Into Job Offers ©2012 Marin Yate; December 18, 2012
ISBN-13: 978-1440536793 Publisher: ©2012 Adams Media

U.S Department of Labor / Occupational Safety and Health Administration 200 Constitution Ave., NW, Washington,
DC 20210 * 800-321-OSHA (6742) TTY: 877-889-5627 * www.OSHA.gov

U.S Environmental Protection Agency * Ariel Rios Building 1200 Pennsylvania Avenue, N.W. Washington, DC 20460
* (202) 272-0167 * TTY (202) 272-0165 www.epa.gov

U.S Food and Drug Administration: www.fda.gov * 10903 New Hampshire Ave Silver Spring, MD 20993-0002 *
1-888-INFO-FDA (1-888-463-6332)

Dictionary.com: Dictionary.com Unabridged: <http://dictionary.reference.com>/Based on the Random House Dictionary,
© Random House, Inc. 2016.

World English Dictionary: Collins English Dictionary - Complete & Unabridged 10th Edition 2009 © William Collins
Sons & Co. Ltd. 1979, 1986 © HarperCollins Publishers 1998, 2000, 2003, 2005, 2006, 2007, 2009, 2015

American Psychological Association:Dictionary.com Unabridged.Chicago Manual Style:Dictionary.com Unabridged.
Random House, Inc. Modern Language Association:Dictionary.com Unabridged. Random House, Inc.Random House,

Inc.: BibTeX Bibliography Style (BibTeX) @article {Dictionary.com 2011, title = {Dictionary.com Unabridged} The
American Heritage® Stedman's Medical Dictionary Copyright © 2002, 2001, 1995 by Houghton Mifflin Company.

Published by Houghton Mifflin Company.

Merriam-Webster's Medical Dictionary, © 2014 Merriam-Webster, Inc.

Online Etymology Dictionary, © 2016 Douglas Harper

National Institute of Allergy and Infectious Diseases (NAID): <https://www.niaid.nih.gov>

U.S. Department of Health and Human Services <https://www.hhs.gov>