SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

SAULT COLLEGE

COURSE OUTLINE
Hairstylist Apprenticeship Program

COURSE TITLE: Professional Development

CODE NO. : HST734   **SEMESTER:** Level 1

PROGRAM: Hairstyling Apprenticeship Program

AUTHOR: Debbie Dunseath

DATE: July 2015   **PREVIOUS OUTLINE DATED:**

APPROVED: 'Angelique Lemay'   June/15

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                          DEAN   **DATE**

TOTAL CREDITS: 1

PREREQUISITE(S): None

HOURS/WEEK: 8 weeks/8 hours

I.   COURSE DESCRIPTION:

This course is designed upon successful completion to enable an apprentice to adapt to various and changing technologies, applications and procedures in the trade of Hairstylist. Content within this course will teach and develop the apprentice's skills in goal setting, future professional development and self-promoting.

II.   LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1.   **Cultivate a professional image to comply with client and employer expectations.**

Potential Elements of the Performance:

•   Define professional image

•   Describe self-esteem, self-image and its projection

•   Define personality and attitude, and their influence in the workplace

•   Apply dress code concepts

2.   **Develop career goals and success strategies.**

Potential Elements of the Performance:

•   Describe the importance of goal settings and identify its impact

•   Define goal setting techniques, short term and long term

•   Develop personal and professional goals

•   Benchmark and evaluate goals

•   Describe the basic guidelines for success including motivation and self-management

3   Identify learning resources and opportunities to promote professional competence and skill development.

Potential Elements of the Performance:

•   Create a professional development plan with support from mentors, suppliers, co-workers, professional associations, etc.

•   Define "Professional Development" and the importance of attending seminars, workshops and conferences

•   Identify means of keeping pace with new trends and their adaptations

•   Identify means of networking

4. Identify areas for professional growth and development by assessing constructive feedback relating to one's own performance, strengths and limitations.

Potential Elements of the Performance:

•   Identify strategies to develop and implement ongoing self-evaluation

•   Describe performance appraisal evaluations and their positive role

•   Define constructive criticism and describe its relevance in professional growth and development

•   Identify resources to maintain current knowledge and competence in the profession

5.   Research, recognize and reproduce current trends for cutting and styling hair, permanent wave services, chemical texture services, colour and lightening services and hair additions.

Potential Elements of the Performance:

•   Use multi-media resources to research current trends, such as:
o   magazines
o   internet
o   networking

•   Identify current trends and techniques for cutting and styling hair, permanent wave and chemical texture services, colour and lightening techniques and hair additions

•   Describe how these looks are created:
o   list the features and benefits of the product/technique in relation to that of the client
o   describe the procedural steps to replicate the current styles

III.   **TOPICS:**

1.   Dress code concepts
2.   Personality and attitude influences
3.   Professional Image
4.   Goal Setting
5.   Professional Development
6.   Networking

IV.   **REQUIRED RESOURCES/TEXTS/MATERIALS:**
Milady Textbook
Milady Theory Workbook
Milady Practical Workbook

V.   EVALUATION PROCESS/GRADING SYSTEM:
Theory

Tests and Quizzes	50%
Assignment	30%
Final Assessment	20%

Students must achieve a minimum of 50% in each component to pass the course and meet Ministry and program standards.

The following semester grades will be assigned to students:

Grade	Definition	Grade Point Equivalent
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00

CR (Credit)	Credit for diploma requirements has been awarded.
S	Satisfactory achievement in field /clinical placement or non-graded subject area.
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

If a faculty member determines that a student is at risk of not being successful in their academic pursuits and has exhausted all strategies available to faculty, student contact information may be confidentially provided to Student Services in an effort to offer even more assistance with options for success. Any student wishing to restrict the sharing of such information should make their wishes known to the coordinator or faculty member.

VI.   SPECIAL NOTES:

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Attendance:
Sault College is committed to student success. There is a direct correlation
between academic performance and class attendance; therefore, for the benefit
of all its constituents, all students are encouraged to attend all of their scheduled
learning and evaluation sessions. This implies arriving on time and remaining for
the duration of the scheduled session.
Apprentices have an allowance of 15 hours that can be used for personal
matters during their 8 week in-school training. Hours in excess of the 15 will need
to be made up prior to the completion of the in-school training.

VII.   COURSE OUTLINE ADDENDUM:

The provisions contained in the addendum located in D2L and on the
portal form part of this course outline.