



2022 Guidelines and Expectations – Salon Assistants

This version of the JK Salon Guidelines and Expectations for Assistants assumes all signed G/E forms remain valid.

This is a very important step in your career as a salon professional. We require that the efforts and these guidelines be taken seriously. We also want you to enjoy this phase of learning and the rewards and enhancement to your career it will bring.

Accountability

Each assistant is responsible for knowing the training schedule, required equipment, required model(s), completing homework, research and online modules.

Aware

Each assistant is responsible for communicating with the trainers, replying to text, email, JK Face Book and phone call communications.

Attendance

Each assistant is required to attend all training, complete modules, homework and research. Any classes missed, homework or module not completed will result in being written up. 3 write-ups during training period will result in removal from the program and possible termination.

Appearance

Assistants will be representing JK during in salon and out of salon classes. Salon Dress code will be enforced with hair and make up required.

Attitude

Training sessions are taken seriously and assistants should come with an attitude of openness, honesty, ready to listen, learn and ask questions.