

## Course Description

The SIB50210 Diploma of Salon Management is a qualification that reflects the role of individuals who are competent in managing the overall operation of a business involved in services and sales delivery in personal services environments, including, hairdressing and beauty salons and spas. A salon manager at this level may focus on building the business, creating and establishing a personal services culture, leading and developing a team, developing and implementing marketing activities, and ensuring all occupational health and safety requirements are maintained. This qualification is designed to reflect the role of managers or owner managers who work relatively autonomously and coordinate and supervise others. It involves the self-directed application of knowledge and skills, and the provision of leadership and support to colleagues through the development and management of service delivery, and sales delivery concurrent with ongoing human resources development. To achieve a Diploma of Salon Management, 10 units must be completed.

### SIB50210 Diploma of Salon Management

Duration: 510 hours over 6 months (2 terms x 10 weeks; 25.5 hours per week over 4 days)

Training Hours: 9:00am – 6:00pm

#### UNIT CODE

#### UNIT NAME

##### Core Units

BSBSUS501A	Develop workplace policy and procedures for sustainability
SIBXPSM503A	Promote a personal services business
SIBXPSM502A	Manage treatment services and sales delivery
SIRXHRM002A	Recruit and select personnel
SIRXHRM001A	Administer human resources policy
SIBXPSM501A	Lead teams in a personal services environment

##### Elective Units

BSBSMB404A	Undertake small business planning
BSBLED501A	Develop a workplace learning environment
BSBMGT401A	Show leadership in the workplace
BSBMGT502B	Manage people performance

**Entry Requirements:** There are no entry requirements to this qualification. However, all applicants must be a minimum 18 years of age who have successfully completed Year 10 or have sufficient relevant work experience.

#### 2014 Fees

Total Fees: \$6,000\*

Monthly Tuition Fee Payment: \$1,000 per month

Material and Equipment: \$500

Material and equipment fees are payable on receipt of materials only and not before.

\* Fees are inclusive of tuition and learning material and equipment kit (valued at \$500). Fees are correct at time of printing, and are indicative only and subject to change given individual circumstances at enrolment.



For more information, visit [www.taie.com.au](http://www.taie.com.au)

STUDY  
**MELBOURNE**  
VICTORIA AUSTRALIA

**ACPET**  
AUSTRALIAN COUNCIL  
FOR PRIVATE EDUCATION  
AND TRAINING

**Training and Assessment** is competency based with course delivery involving face-to-face, classroom information, practical skills development and client interaction through the college's fully equipped simulated salon. Students will be able to practice and apply their skills to real life customers in the simulated salon under the direct supervision of qualified trainers.