

JOB DESCRIPTION

Trainer and assessor – Hair & beauty

Reports to

Head of Teaching

Position overview

The Hair & Beauty Trainer and Assessor delivers practical and theoretical training in qualifications such as SHB30221 Certificate III in Hairdressing, SHB30121 Certificate III in Beauty Services, and SHB30221 Certificate III in Makeup. This role fosters technical expertise, creativity, and professional behaviour in learners, ensuring they are prepared for employment in salons, beauty clinics, or freelance roles. The Trainer and Assessor also ensures compliance with the Standards for RTOs 2015 and aligns with industry best practices.

Key responsibilities

Training delivery

- Deliver engaging and interactive training sessions in hair styling, colouring, cutting, beauty treatments, and makeup artistry.
- Facilitate hands-on practical skills development in simulated salon environments using professional tools and products.
- Incorporate customer service and hygiene best practices into training sessions.
- Create a safe and inclusive environment that fosters creativity and professional growth.

Assessment

- Conduct competency-based assessments aligned with the training package requirements.
- Develop, validate, and improve assessment tools to ensure they meet the principles of assessment and rules of evidence.

- Provide timely, constructive feedback to learners, guiding them toward skill mastery.

Compliance and administration

- Maintain compliance with all documentation requirements, including attendance records, assessment outcomes, and learner feedback.
- Participate in validation and moderation processes to ensure assessment consistency and quality.
- Adhere to WHS and hygiene standards within training environments.

Learner support

- Identify and address individual learning needs through tailored support strategies.
- Mentor and motivate learners to achieve their personal and professional goals.
- Support learners with LLN needs or additional learning barriers, ensuring accessibility and equity in training delivery.

Professional development

- Maintain industry currency by participating in professional workshops, conferences, and placements.
- Stay updated with emerging trends, techniques, and products in hairdressing, beauty therapy, and makeup.

Selection criteria

Qualifications

- Certificate IV in Training and Assessment (TAE40122 or TAE40116, including TAELLN411 and TAEASS502).
- Vocational qualifications in hairdressing, beauty therapy, or makeup (Certificate III or above).

Experience

- Minimum three years of recent, relevant industry experience.
- Previous experience in delivering training or coaching is advantageous.

Skills and attributes

- Strong interpersonal and communication skills to engage and inspire diverse learner cohorts.
- Excellent organisational skills, with the ability to balance multiple responsibilities effectively.
- Proficiency with Learning Management Systems (LMS) and digital tools for education delivery.

Compliance requirements

- Current Working with Children Check.
- National Police Clearance (obtained within the past 12 months).
- Valid driver's licence and access to reliable transport.

Work environment

The role involves delivery in classroom settings, simulated salon environments, and occasional workplace-based training.