INSTRUCTOR

PROGRAM DESCRIPTION

The primary purpose of the instructor course is to train the student in the basic teaching skills, educational judgments, proper work habits, and desirable attitudes necessary to pass the applicable licensing examination. The program includes resume writing, interviewing, and job search skills to assist in entry-level employment as an instructor or a related position.

PROGRAM OBJECTIVES

Upon completion of the course requirements, the determined graduate will be able to:

1. Project a positive attitude and a sense of personal integrity and self-confidence.

2. Practice proper grooming, effective communication skills, and visible poise.

3. Understand employer–employee relationships and respect the need to deliver worthy service for value received.

4. Perform the basic skills necessary for teaching, including writing lesson plans, performing lectures and demonstrations, directing student projects, using library resources and audiovisual aids, conducting theory class instruction and measuring student achievement, supervising clinic operations, and maintaining required student records.

5. Apply the theory, technical information, and related matter to ensure sound judgments, decisions, and procedures.

To ensure continued career success, the graduate will continue to learn new and current information related to techniques, communication skills, and teaching methodologies to improve teaching skills

INSTRUCTIONAL METHODS

The Institute is committed to providing quality education utilizing a method of instruction that engages all learning styles. Instructional methods include, but are not limited to, theory and lecture, hands-on workshops, clinic floor practice, audio/video presentations and instruction, online research, textbooks, assignments, and visiting guest educators.



Pictured Above: Massage Therapy Classroom at The Aveda Institute of Beauty and Wellness Milwaukee

PERFORMANCE STANDARDS

- *Productivity – Producing and achieving high academic and industry-aligned results.*
- *Professionalism – A commitment to act and speak with respect, honesty, and integrity towards others as a student and service provider.*
- *Positivity – The practice and/or approach of being positive or optimistic in attitude.*

STUDENT RESPONSIBILITIES

Students are responsible for their learning, productivity, and academic achievement. Students are responsible for maintaining Satisfactory Academic Progress (SAP):

- *achieve a 90% or higher attendance percentage to graduate.*
- *achieve 80% or a higher grade-point average percentage to graduate.*

Students are responsible for reading The Institute of Beauty and Wellness course catalog standards, policies, and procedures.

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INSTRUCTOR

150 COURSE HOURS
110 HRS THEORY + 40 HRS PRACTICAL

DAY (20 WEEKS)*
Mon. 9am-5pm

THEORY/PRACTICAL HOURS BY SUBJECT	THEORY HOURS	PRACTICAL HOURS
Orientation, goals, rules, and review of the curriculum	14	-
Teaching skills objectives, competencies, methods, lesson planning, teaching techniques of the practical lab, interpersonal relations, evaluation, and grading principles. including resumes, interviewing, job search skills	64	25
Facilitating, managing skills, classroom management, communication, counseling, record keeping, safety & first aid	32	10
Supervised Teaching – Practical Applications on the clinic floor and basic skills of practical teaching techniques (prerequisite 1, 2, & 3)	-	40
THEORY VS. PRACTICAL	110 HRS	40 HRS
TOTAL COURSE HOURS	150 HRS	

**Milwaukee Campus Only*

GRADING PROCEDURES

For academic work, students must meet at least 80 percent grade point average to be in good standing and as a condition of graduation. Final presentations must be 80 percent or higher to graduate.

GRADING BREAKDOWN	
Student Projects - Lesson Plans	50%
Theory and Demo Final	50%
Presentations	-
Overall	100%

GRADING SCALE	
Honor Roll	98-100%
Very Good	94-97%
Good	87-93%
Satisfactory	80-86%
Unsatisfactory	79%-Below

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