

iUCO66 – Exploring hair and beauty organisations

URN – D/617/5708

Guided Learning Hours: 12

Learning outcome	Assessment criteria	Taught content to include
LO1 Know the structure of their organisation	1.1. Describe how their organisation is staffed and organised	<ul style="list-style-type: none"> • Organisational chart • Senior management and executives • Departments and teams
	1.2. Describe lines of reporting in their organisation	<ul style="list-style-type: none"> • Reporting procedures • Hierarchy • Managing director • Owner • Senior managers • Line managers • Supervisors
LO2 Know key aims and objectives of their organisation	2.1. Identify their organisation's key aims (for example, mission, core aims and values)	<ul style="list-style-type: none"> • Organisation mission statement, core aims, values • Customer satisfaction • Standard of service • Reputation • Public perception
	2.2. Identify their organisation's targets	<ul style="list-style-type: none"> • Product sales • Number of customers new/retained • Turnover • Market share • Projected growth • Additional services

LO3 Understand their own contribution to their organisation's aims and objectives	3.1. Identify the objectives of their job role	<ul style="list-style-type: none"> • Job description • Targets and goals • Personal objectives
	3.2. Explain how the objectives of their job role contribute to the organisation's key aims and industry	<ul style="list-style-type: none"> • Links with other members of staff or team • Personal objectives • Performance
	3.3. Explain how their own performance is evaluated and developed	<ul style="list-style-type: none"> • Appraisals • Setting targets • Mentoring • Training
	3.4. Describe how they can assist the evaluation and development of their own work	<ul style="list-style-type: none"> • Identifying where additional support is required • Identification of continuous professional development (CPD) needs • Setting personal goals for improving work performance

LO4 Know the opportunities for entry, professional development and progression within their organisation	4.1. Outline the importance of continuing professional development	<ul style="list-style-type: none"> • Benefits to personal performance, employers and colleagues • Improved standard of services and customer satisfaction
	4.2. Describe the organisation's processes for induction	<ul style="list-style-type: none"> • Induction process delivery • Organisational policies and procedures • Health and safety • Terms of employment
	4.3. Describe the organisation's processes for training and development	<ul style="list-style-type: none"> • Training opportunities • Frequency • Methods • Internal and external funding
	4.4. Identify the opportunities and requirements for their career progression in the organisation	<ul style="list-style-type: none"> • Application process • Additional qualifications and experience • Quality of personal ability • Reliability

Assessment

Portfolio of evidence containing:

- Portfolio of evidence
- Assignment

Guide to taught content

The content contained within the unit specification is not prescriptive or exhaustive but is intended to provide helpful guidance to teachers and learners with the key areas that will be covered within the unit, and, relating to the kinds of evidence that should be provided for each assessment objective specific to the unit learning outcomes.

Document History

Version	Issue Date	Changes	Role
v1	17/09/2019	First published	Qualifications and Regulation Co-ordinator
v2	26/09/2019	Corrected GLH	Qualifications and Regulation Co-ordinator