



## **LAKME USA EDUCATOR JOB FUNCTION & RESPONSIBILITIES**

The goal of an educator is to offer support through education that produce sales. The following are job functions & responsibilities to help reach these goals.

### *Responsibility to LAKME USA Distributor*

- Conduct Distributor education classes.
- Assist at continuing education classes and workshops In Salon.
- Assist sales consultants with focus days and color blitz events. (when needed)
- Submit an educator function report for each class conducted or focus day.  
(see attached)

### *Responsibility to LAKME USA*

- Maintain an image criteria provided by LAKME USA.
  - All black. Professional attire required.
  - No sneakers, jeans, sweatshirts or torn clothing.
  - No distracting jewelry
  - Nails must be manicured, with or without polish, no longer than ¼ inch long.
  - Hair cut, color and make up must be maintained and updated as necessary.
- Execute class formats given.
- Attend all education updates or meetings.

### *Responsibility of LAKME USA*

- Provide ongoing updated technical information as it pertains to any new products or educational formats.
- Allow opportunity in growing as a knowledgeable educator.

### *Distributor Responsibilities to Educator*

- Distributor is responsible for your compensation for all education functions.
- Distributor must provide the educator with a kit, restock it as needed and literature needed for all education programs.