

JOB DESCRIPTION

Benchmark Job #143

Ministry: BC Mental Health Society
Branch: Beauty Parlour
Location: Riverview Hospital

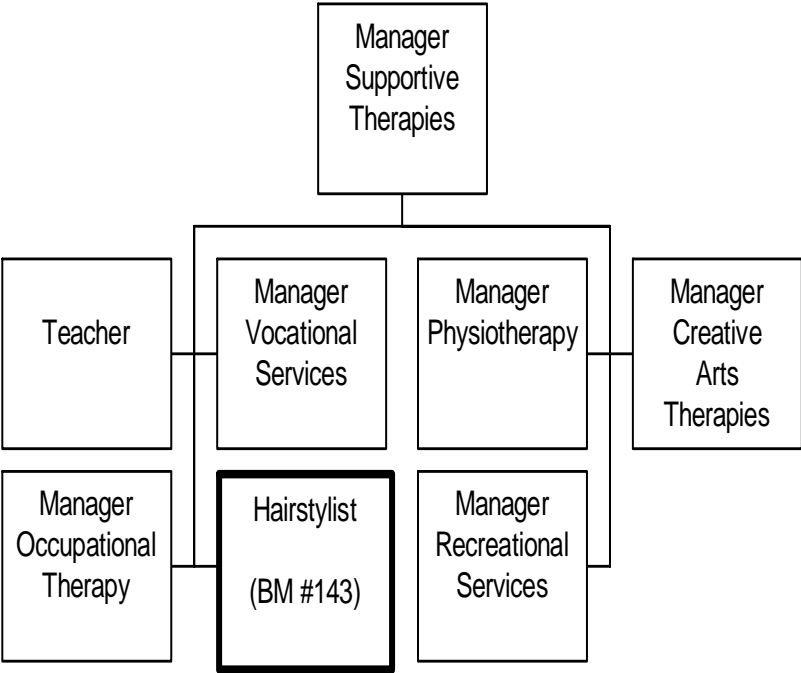
Working Title: **Hairstylist**
Level: Range 14
Classification: Hairgroomer

PRIMARY FUNCTION

To provide hairgrooming services, manicures and make-up applications for patients in an institution for the mentally ill and direct patient workers.

JOB DUTIES AND TASKS

1. Provides hairgrooming services, manicures and make-up applications for patients with unpredictable behaviour and directs patient workers
 - a. provides hairgrooming services including shampoos, shaving, setting, combing, hair cuts, perms, conditioning treatments and scalp treatments using tools and equipment, such as curling irons, scissors, razors and hair dryers
 - b. mixes chemicals for hair and scalp treatments
 - c. performs manicures and nail services by cleaning, trimming, conditioning, filing and polishing
 - d. performs make-up applications for patients
 - e. exchanges information with clients and family members to determine client's needs and preferences
 - f. assigns, monitors and examines the work of patient workers who perform shampoo, make-up, manicure and cleaning duties
 - g. explains to patients which hair style would be the most appropriate
 - h. transfers patients from wheelchairs to styling chairs
2. Performs administrative functions
 - a. schedules patient appointments and coordinates services and schedules with wards
 - b. maintains records of services provided
 - c. compiles statistics of services provided and prepares monthly reports
 - d. requests new equipment as required
 - e. orders supplies and signs receipts in supervisors absence
3. Performs other related duties
 - a. maintains clean and hygienic work environment
 - b. attends meetings and training programs as required
 - c. secures inventory of hairgrooming supplies and equipment



REASON FOR CLASSIFICATION

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Job Title: Hairstylist

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Have a practical understanding of hairdressing to supply hair grooming services to institutionalized patients, perform manicures and make up applications and direct patient workers in methods of the trade.</p>	F	190
2	<p>MENTAL DEMANDS Judgement to assess individual hairgrooming needs and preferences and choose an approach using a combination of accepted hairgrooming methods and equipment to supply hairgrooming and manicuring services to clients in a psychiatric institute, create hairstyles and direct patient workers in the methods of the trade.</p>	D	100
3	<p>INTERPERSONAL COMMUNICATION SKILLS Discretion required to exchange information needing an explanation of appropriateness of hairstyle with psychiatric patients.</p>	C	30
4	<p>PHYSICAL COORDINATION AND DEXTERITY High level of coordination and dexterity required to perform hairdressing, manicures, make-up application and shaving using delicate touch and precise muscle control.</p>	E	33
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by general procedures or instructions, selects alternative course of action to provide hairgrooming, manicure and make up services to psychiatric patients, determine clients needs and preferences based on discussion and any disability patient may have and direct and monitor patient workers.</p>	D	75
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Financial responsibility to order supplies in supervisor's absence and sign receipts.</p>	A	5
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Some responsibility to use power hand hairgrooming tools which are subject to some damage.</p>	B	10

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to assign, monitor and review the work of patient workers (<1 FTE).	CC	13
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Considerable care and attention to provide personal patient care services such as hairgrooming, manicuring and make-up application.	E	40
10	SENSORY EFFORT/MULTIPLE DEMANDS Intense awareness of others to almost always observe unpredictable client behaviour and to respond to involuntary movements while hairgrooming.	D	18
11	PHYSICAL EFFORT Relatively heavy physical effort to almost always stand to provide hairgrooming services.	D	18
12	SURROUNDINGS Exposure to involvement with institutionalized patients almost always.	D	9
13	HAZARDS High level of exposure to hazards from almost always working around institutionalized patients who may react violently.	E	12

Total Points: 553

Level: Range 14