



Example of Salon Coordinator Job Description

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Our growing company is looking to fill the role of salon coordinator. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for salon coordinator

- Ability to take and follow direction from clinical staff regarding patient restrictions
- Design, develop and maintain salon services schedules
- Recruit, orient and onboard, train and supervise salon services volunteers
- Design and develop new salon services aimed at growing the program at the hospital
- Flexible and respectful in working with diverse patients, families and staff
- Must be a PA licensed cosmetologist
- Pre-booking guests
- Working with the salons agreed at under £6k spend per annum, you will be responsible for
- Deliver against sales plan and annual sales target within your defined accounts with support from the Salon Development Partners
- Demonstrate an understanding of how the Aveda salon business works, their current position and future aspirations and how Aveda can partner with them to benefit both parties

Qualifications for salon coordinator

- Create, develop and manage relationships remotely with assigned Aveda salons
- Make a valuable contribution to the development of account plans to maximise sales

- Sell in new launches and focused events
- Stock management levels within the sales