

# Contract Make-up Artist/Educator

## COMPANY

Mirabella Beauty (Cosmetics)

## LOCATIONS

Boston area, Rhode Island and Maine

## PART-TIME POSITION

Contract Make-up Artist/Educator

## REPORTS

Regional Manager (RM)

## COMPENSATION

Contract Fee + Expenses

## OVERVIEW OF JOB DESCRIPTION

As a contracted educator of Mirabella, your focus will be educating in your area of expertise as a makeup artist. As an educator, you will be representing and using Mirabella Beauty products for teaching purposes at designated events (listed below). The scope of your education may be in training/teaching at: beauty schools, salons, spas, and licensed retailers of Mirabella. You may be dispatched to work at tradeshow, conduct contests and teach/train at other media events as a makeup artist. You will be required to maintain professionalism and execute pertinent job knowledge thru effective communication when training. You will also be expected to properly plan and organize designated events and adhere to all policies and procedures as outlined or declared by Mirabella.

## EXPECTATIONS

Mirabella expects all Independent Contracted Educators to:

- Present quality education
- Use time productively
- Maintain current job knowledge (including trends and product info)
- Be reliable
- Integrate creativity
- Initiate and conduct assignments professionally
- Adhere to policies and procedures
- Demonstrate cooperation
- Be prepared and punctual

## MIRABELLA TRAININGS & CERTIFICATION

- Certified in a 4-hr. Intro to Mirabella Certification Course
- Certified in a 5-hr. Pro-day Training Course
- Certified in Pro Series Courses

## DUTIES & RESPONSIBILITIES

- Book & Confirm trainings and classes that you are dispatched
- Preparation for event (including setup and takedown)
- Professional representation at designated training/education
- Complete daily planner for each day of business
- Submit invoice & expense report for each day of business
- Submit monthly calendars to regional manager
- Travel is required and will be paid by Mirabella
- Attend trade shows and will be paid by Mirabella
- Attend Mirabella staff trainings at your own expense

SUBMIT RESUMES AND PICTURES OF YOUR WORK TO:

[jmatthews@mirabellabeauty.com](mailto:jmatthews@mirabellabeauty.com)

**mirabella**<sup>TM</sup>

