



BELIEVE. BELONG. BECOME.





**A BETTER US  
BEGINS WITH A  
BETTER YOU**

## OUR PHILOSOPHY

We recognize that to stay competitive in the industry, we must continually improve and develop our ability to recruit, retrain and grow the right employees into leaders and directors. We care about our employees and students. When individuals decide to work for Evergreen Beauty College, they may be giving us the best years of their lives, and in return, we give them ours. Therefore, this document outlines the benefits package for our employees. This was done with the purpose of achieving our broader business vision, mission, and goals.

This is our statement of approach: We choose to compete on multiple dimensions instead of narrowly focusing on one (e.g. wages). We use a variety of short and long term incentives and benefits to attract the right people. We make investments in our team as individuals, for the benefit of all.



## BENEFITS OVERVIEW



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## CAREER DEVELOPMENT

- Industry Training and Certifications
- In-service Training Days
- Mid-Year Performance Review
- Annual Compensation Review
- Staff Investment Meetings
- Annual Company Review
- Nuts & Bolts Certification
- NaB Training/Conferences
- Fun, Creative, and Team-based Family Environment



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## PERSONAL GROWTH

- Monthly 1:1 meetings with your Director
- 5-year Personal Development Program
- Instructor Alumni Tuition Reimbursement
- Community Service Events
- Transform students' lives and be someone that students will never forget
- Annual Holiday Celebration: Guiding Principle Award



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## FAMILY & WELL BEING

- Paid Time Off
- Health Insurance—Medical, Dental, Vision
- Fit @ EBC Fitness Reimbursement Plan (e.g. gym, yoga, dance)
- Individual Retirement Plan: 100% Employer Match
- Complementary Salon / Spa Services
- Professional Product Discount

# CAREER DEVELOPMENT

We're passionate about you and your continuous growth at Evergreen.

## IN-SERVICE TRAINING DAYS

- Dedicated days for all company trainings
- Learn and have fun alongside fellow employees
- Staff favorite: free food!

## INDUSTRY TRAINING

- Classes and workshops on current trends and best practices
- Integrate new and fun ideas into your classroom and work space

## STAFF INVESTMENT MEETINGS

- Engage in monthly team meetings to foster relationships and develop your skills
- Drive motivation, alignment and passion in the work space
- Provide clarity

## ANNUAL COMPANY REVIEW

- Employee compensation review
- Review company's end of the year performance and your contribution to the overall success
- Reflect on what went well and areas that need improvement

## FOR EDUCATORS

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### NUTS & BOLTS CERTIFICATION

- Professional development program designed to integrate personal, technical and business skill sets
- Learn how to build your clientele and succeed as a professional in the beauty industry

### NAB TRAINING / CONFERENCE

- Opportunities to learn from and train with industry leaders
- Network with the best schools in North America
- Transform the way you teach



# MENTORSHIP

At Evergreen, we strive to challenge you to be the best version of yourself. We want you to have the type of life you're proud of.



## DIRECTOR TIME

You are a valuable asset to Evergreen; We believe in taking the time to invest in your future. We set up individual meetings each month to focus on your career goals.



## YEAR PERSONAL DEVELOPMENT PLAN

Investing in yourself is the best return on investment. Develop your gifts and talents with our five-year personal development program.

## MID-YEAR PERFORMANCE CHECK-IN

This is a time to celebrate achievements, recognize milestones and give and receive proper feedback to ensure success. We use 360 degree peer feedback to identify strengths and opportunities to keep individual growth a priority. We're with you all the way.

# TAKE CARE OF YOURSELF

Our goal is to support you today, so you can be better tomorrow.



## MEDICAL

- Employer Subsidized Medical Benefits, Group Plan
- Group plan options available



## DENTAL

- Opportunity to participate in Delta Dental
- 100% Preventative Care



## VISION

- Employee Vision Benefits, Group Plan
- \$150 Hardware included



## FIT @ EBC

- Annual allowance
- Reimbursement up to \$250 per year
- E.g. gym, yoga, dance, kick-boxing, Weight Watchers® membership, marathon registration, etc. (Non-equipment)



# INVESTING IN YOUR FUTURE

Plan for today and the years ahead. Here are some of the ways we can support you.

## INDIVIDUAL RETIREMENT PLAN

*100% MATCHING EMPLOYER CONTRIBUTION OF BASE SALARY UP TO FEDERAL LIMIT*

After one year of full-time consecutive employment, Evergreen will match your contribution at 100% through a SIMPLE IRA. A SIMPLE IRA plan follows similar investment, distribution and rollover rules as traditional IRAs. Employees may choose to make salary contributions. After one year, Evergreen will start matching contributions. Example: You contribute \$100 to your retirement and Evergreen will match with \$100 = You just doubled your contribution!

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## INSTRUCTOR ALUMNI REIMBURSEMENT PROGRAM

*INSTRUCTOR PROGRAM TUITION GIFT AFTER 2 YEARS OF FULL TIME EMPLOYMENT*

Become an EBC Instructor Graduate! After 2 years of continuous full-time employment as an educator with Evergreen, it's time to celebrate! As a thank you, the Trieu Family would like to give you this special gift. Congratulations on being someone the students will never forget.

# PAID TIME OFF? YES, PLEASE!

We understand life can get crazy and it takes time to re-harmonize & find balance. We want to support you in these ways.

**PTO**<sup>\*</sup>

**80**

**HOURS**  
< 5 years

**120**

**HOURS**  
> 5 years

**160**

**HOURS**  
> 10 years

**ROLL OVER  
OPTION UP  
TO 1 WEEK**

## 6 PAID HOLIDAYS

New Year's Day  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Christmas Day

## PAID TIME OFF

Example: 2-year salaried employee can qualify for up to a full month paid time off [10 Days of PTO + 6 Paid Holidays + 4 Days of Paid Winter Break]. A roll over option is available for days that you would like to extend to the next year!

## PAID WINTER BREAK

Salaried employees enjoy up to six days off for the winter holiday break.

\* Paid Time Off (PTO) is based on accrual and length of employment at Evergreen Beauty College.

# HAVE FUN! IT'S ON US.

Did we mention that we care about our employees? We believe in the motto of 'treating yourself'. That's why we created opportunities for our employees to indulge.



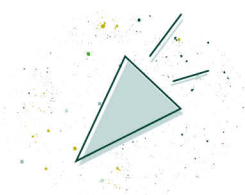
## BEAUTY PERKS

- Complimentary spa salon services
- Buy one get one free product discounts



## EVENTS ON US

- Staff celebration every 5 years (depending on tenure)
- Christmas Party and Family Summer Picnic



## GREAT CULTURE

- 100 Best Companies to Work For 6+ years by Seattle Business Magazine
- Community service events to give back



## CONTINUED ED.

- Up to \$5000 per year per employee (may include travel)
- In-house and external training events

## *Our lawyers made us write this.*

This booklet is a general summary of our current benefits. Benefits may be updated, adjusted, or removed at any time with or without notice. We wrote it in a way that is easy to read, and there are specific guidelines and requirements to these offerings.

