



THE ASSISTANT ROOM LIVE

EVENT GUIDE

TRANSFORMATION + INNOVATION



THE ASSISTANT ROOM LIVE

INTRO

The Assistant Room is a global membership platform dedicated to improving the lives of Personal and Executive Assistants through the power of personal connections. We act as your big sister providing unbiased, in depth support to professionals at all stages to focus on their skills, build their networks and take their career to the next level.

Since our inception we have worked with thousands of professionals around the world to overcome problems, gain new skills, build their global network, exceed their own expectations and achieve greatness.

Whether you are a team assistant to five Directors, a PA to the board or you look after a jet setting celebrity, we are here for you.

We are thrilled to see you taking part in The Assistant Room Live 2020 during the COVID-19 pandemic. Our mission with all of our events is to help you develop your skills, build your confidence, mingle with top assistants online and sit in on thought provoking talks from TEDx speakers, psychologists, career gurus and award winning Executive Assistants. We want you to take your professional knowledge and personal well-being to the next level and be part of the most empowering series of live events London has to offer.

We wish you all the best for the 4th Assistant Room Live event of this year and hope you have fun meeting and learning from our line up of inspirational speakers and guest instructors. Make sure you engage with our opinion polls, Q+A sessions and show us lots of love on social media with #theassistantroomlive

Lots of love,

Jess, CEO at The Assistant Room



AGENDA

6pm

Introduction with Jess, Founder of The Assistant Room

6.10pm

The Power of You with Personal Branding Coach and TEDx talker Hannah Power
Why being yourself, stepping into your light and sharing your message is all the innovating you need to do. In changing times with busy social media feeds we can often feel under pressure to change, develop and constantly improve. What if someone told you that your skills, your unique story, your passions and a plan are all you need?

6.45pm

Life after your Exec! What? How? Why? – With guest speakers Leeanne Adu, award winning EA & Founder of Leave it with LAVA & Oona Hook, ex EA turned Chief Of Staff at luxury brand, design & e-commerce business Matter of Form

Deep dive into the real life experiences of two incredibly talented women who have broken through the glass ceiling and grown from Executive Assistants to Directors.

We will be chatting about life after their Execs and learning how the everyday challenges and successes of being assistants to the C-Suite have paved new and interesting ways to develop their careers.

7.30pm

'Explore Your Dark Side' with Business Psychologist and Psychodynamic expert Danni Haig, Founder of DH Consulting

The personality traits of narcissism, psychopathy and machiavellianism are often viewed with concern. but what if harnessing these traits could give you the edge to put you ahead in business? Danni Haig is a business psychologist, business coach and psychodynamic therapist who runs her own consultancy, DH Coaching & Consulting, working with organisations and individuals to enhance careers, profitability, resilience, engagement, health and well being. Her research specialises on the dark side of personality and the impact that the dark triad (narcissism, psychopathy and machiavellianism) can have on organisations. One outcome of her research was the high resilience found amongst dark triads, which led to the questions, "how are dark triads resilient and can we learn from them to build our own resilience?"