



THE ASSISTANT ROOM
GRATITUDE CAMPAIGN 2020



A MESSAGE FROM OUR FOUNDER

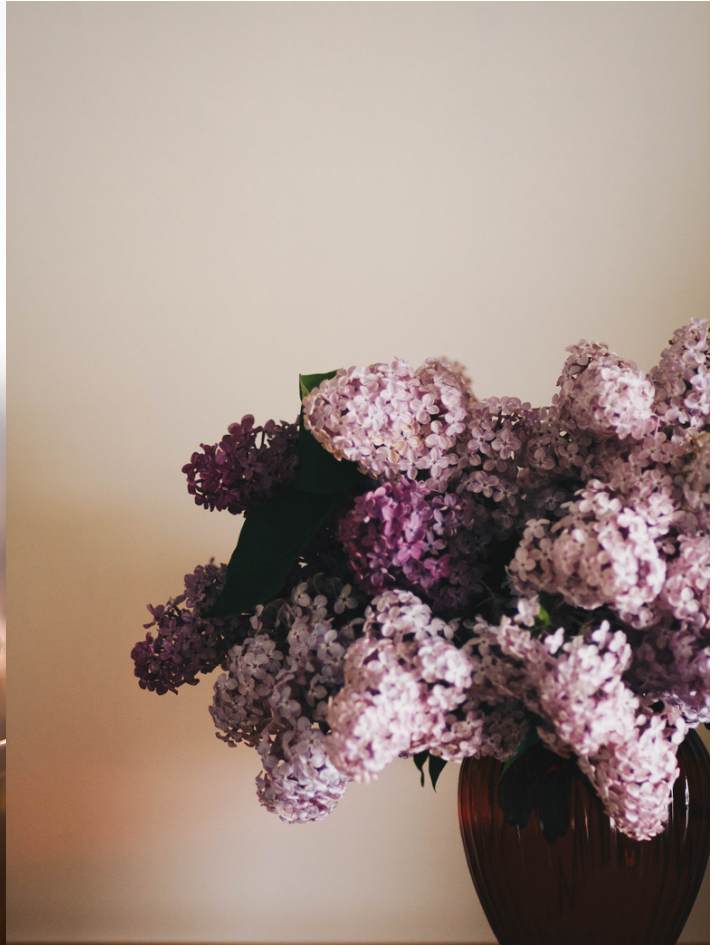
2020 has been a difficult year for all of us and we have all been directly impacted in one way or another by the COVID-19 pandemic. The devastation around the world as a result of the virus has been almost incomprehensible and we continue having to adapt and overcome daily challenges to ensure our safety and the safety of those around us remains a priority.

During my time as Founder of The Assistant Room I have been lucky enough to witness numerous examples of resilience, strength and the unstoppable determination that our industry consistently shows time and time again - not only professionally but personally too.

In this report, we have gathered stories of thanks and gratitude which perfectly demonstrates the traits I mentioned above from industry professionals from around the world. It shows that in a world full of darkness, there is always light and the support that we have amongst our global community is the pillar we can all lean on.

This year, I am grateful for each and every one of you. You are all simply amazing and I appreciate each of you enormously.

Jess x



SARAH FRANCIS

EXECUTIVE ASSISTANT + ASSISTANT ROOM MEMBER

At the start of this year, I began my journey in a new role with a new company and I couldn't be happier with where I am in my career now as a result.

This opportunity has given me the confidence I needed, to make my voice heard, contribute with opinions and add value to a business.

I have been actively involved in some really important work around Diversity and Inclusion, which I have found immensely rewarding and eye opening.

In addition, since joining The Assistant Room, my skills and knowledge in these areas and others have propelled and I am extremely grateful to be part of such an amazing network, which has given me the chance to really feel part of something, as we all know how lonely being a PA can sometimes be!

**"THIS OPPORTUNITY
HAS GIVEN ME THE
CONFIDENCE I NEEDED,
TO MAKE MY VOICE
HEARD"**

LOUISE DELAHUNTY

PERSONAL ASSISTANT + ASSISTANT ROOM MEMBER

Some things for which I am extremely grateful this year;

New friendships – lockdown meant that my housemates and I have become a tight-knit family. It is a wonderful thing and I am so grateful for these fierce friendships which couldn't have been born from anything less than the severe circumstances of a global pandemic!

Working from home – having more time and energy for myself and being able to join networks like The Assistant Room and attend online events for personal and professional development. I've loved meeting new people through these networks and I'm so proud to be part of such a fab community of PAs and EAs.

Doing nothing – this year I've learnt that it's truly okay to slow down and do nothing sometimes; to sit on the sofa for an entire Sunday reading a book, without feeling guilty that I'm not being more productive. It's okay. It's important. It's good for the soul.

The Enneagram – a fascinating insight into human behaviour and personality types which has taught me a lot about myself and others this year and brought me more inner peace than I've ever had.

Deliveroo – pretty self-explanatory... I am a reluctant cook!



LAUREN MULLIGAN

PERSONAL ASSISTANT + ASSISTANT ROOM MEMBER

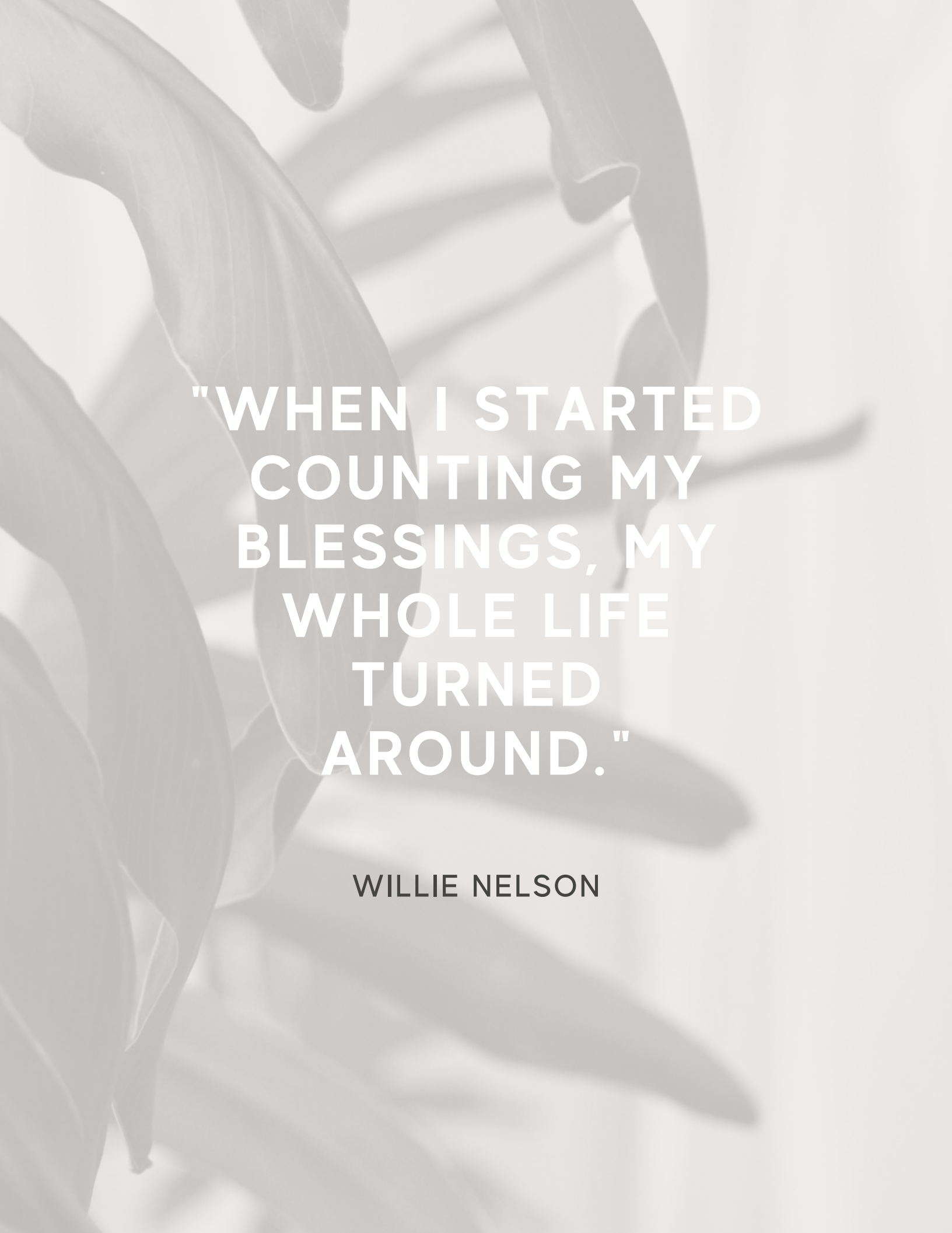
I've always been an avid fitness fan and 2020 is the year that I discovered yoga! I took a 6-week beginner class with triyoga at the start of the year which really helped me master the basics. I was then able to join yoga classes at my gym, and once lockdown hit, I had the confidence to take my practice into my own hands and discovered instructors via YouTube which I could access for free from the comfort of my own home.

I have particularly enjoyed classes with: Yoga with Adrienne, Cat Meffan and Blessed Yoga.

I'd also love to give a shout out to Emily Callow who runs the brilliant bi-weekly yoga sessions which I've been able to access as part of my Assistant Room membership.

I'm really grateful that I have discovered the power of yoga this year, it has helped me appreciate a slower pace, reduce stress and strengthened my mind/body connection.

**"I'M REALLY GRATEFUL
THAT I HAVE DISCOVERED
THE POWER OF YOGA THIS
YEAR"**



**"WHEN I STARTED
COUNTING MY
BLESSINGS, MY
WHOLE LIFE
TURNED
AROUND."**

WILLIE NELSON



ABI JONES

EXECUTIVE ASSISTANT + ASSISTANT ROOM AMBASSADOR

2020 has been a year of unexpected challenges and something I have been very grateful for during this difficult time is friendship. I have appreciated all my friends, from the ones I speak to on a daily basis, to the ones who I connect with less frequently, but it's like no time at all has passed when we do speak.

From my friends overseas to the ones in a neighbouring borough, the friends who are old colleagues from jobs past, to friends I met at university or travelling abroad, to those I met at networking events or through hobbies.

Each friendship has brought different moments of meaning to my lockdown experience, and I feel very lucky to have those bright lights of happiness in my life.

Even if we can't meet, or have a catch up in person, the friendships exist outside of the requirements of physical presence and are something I treasure.

"I FEEL VERY LUCKY TO HAVE THOSE BRIGHT LIGHTS OF HAPPINESS IN MY LIFE."



LORETTA ANDRADE

SENIOR ADMINISTRATIVE ASSISTANT

"Thank You" is the best prayer anyone could say. I say that one a lot, everyday.

Thank you expresses true and extreme gratitude, humility and understanding



TRACY VALENTINE

SENIOR ADMINISTRATIVE ASSISTANT

I would just like to say a massive thank you to the team that I work with. I have had a very hard year personally and their support, kindness and understanding has been a massive factor in me achieving as much as I did.

During the times that were hard we had team calls that made me laugh. My manager got me back into the office as soon as possible to make my days easier. My colleagues were just lovely checking in on me and lifting my spirits. Because of them I have managed to work through the whole year.

I also had amazing support from my wonderful dog Obi and of course my family and friends outside of work, who also spent much time checking in and doing all that they could during this time. They helped me move from my house to my flat which was a major task, all my close friends came and cleaned my old house (one person per room due to COVID) before I shut the door one final time. I just would not have survived this year without all the amazing people around me.

"I HAVE MANAGED TO WORK THROUGH THE WHOLE YEAR."



LISA BOISSEL

MANAGING DIRECTOR MISS JONES PA

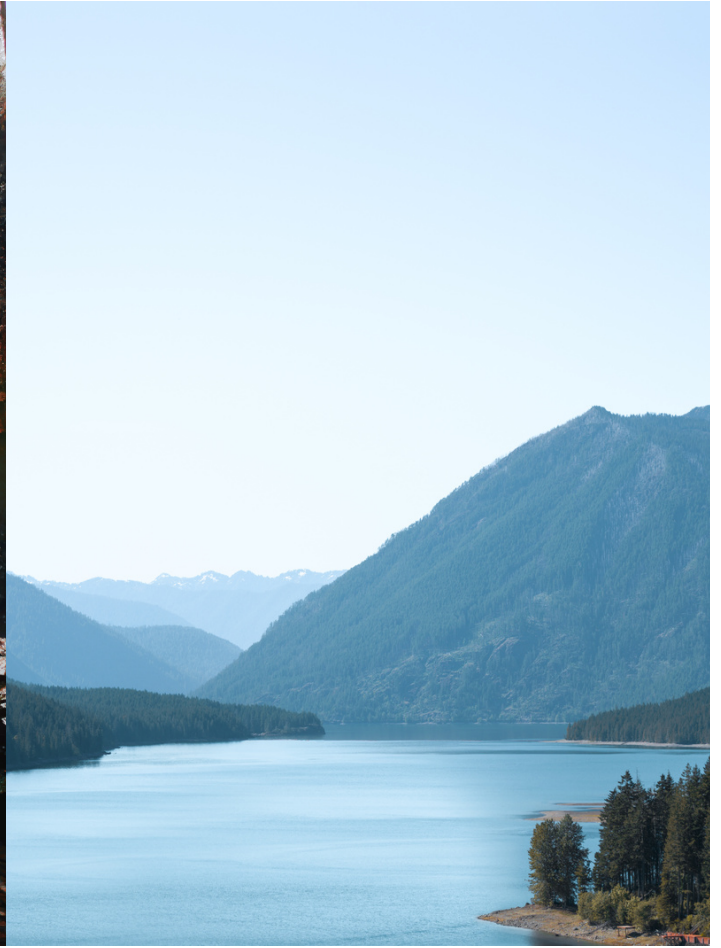
I want to thank all the PA communities for coming together and collaborating throughout 2020.

The support has been incredible.

It has been such an amazing experience to connect with people all over the world and show a united front that we are in this together and stronger together.

Looking forward to a positive and productive year in 2021

"IT HAS BEEN SUCH AN AMAZING EXPERIENCE TO CONNECT WITH PEOPLE ALL OVER THE WORLD AND SHOW A UNITED FRONT THAT WE ARE IN THIS TOGETHER AND STRONGER TOGETHER."



ANN-MARIE BRENNAND

PERSONAL ASSISTANT + ASSISTANT ROOM AMBASSADOR

In a year of so much turbulence I am grateful for so much.

I am grateful that I have a good rapport with my new Executive who joined the company 2 weeks into the first lockdown. I have enjoyed my job so much this year and have learnt so much from her.

I am grateful for being healthy, being able to go on long summer, and sometimes winter, walks. For being able to take the time to appreciate the small things in life that nature has to offer.

I am grateful for my husbands unending support and encouragement, for Date-Nights at home and dancing in the kitchen. I am so grateful for the amazing online admin support networks across various platforms - I love feeling like a part of a big group of incredibly supportive people who all understand the role and will have each other's backs.

**"BEING ABLE TO TAKE
THE TIME TO APPRECIATE
THE SMALL THINGS IN
LIFE"**

A portrait of Uzoma Ekwemuka, a woman with dark, curly hair, wearing a white, textured sweater. She is resting her chin on her hands and looking slightly upwards and to the side with a gentle smile. The background is a plain, light grey.

UZOMA EKWEMUKA

EXECUTIVE ASSISTANT

I am very excited to be a member of this great forum as the year comes to an end. I know we all started well and we are overcoming the COVID-19 pandemic globally.

I celebrate everyone, 2021 will be gracious to us all.

Congratulations to all members of The Assistant Room!



DORIA SZE

LEGAL ASSISTANT

I was diagnosed with an ovarian cyst in March this year and had to have an operation to remove the ovary and the related organs.

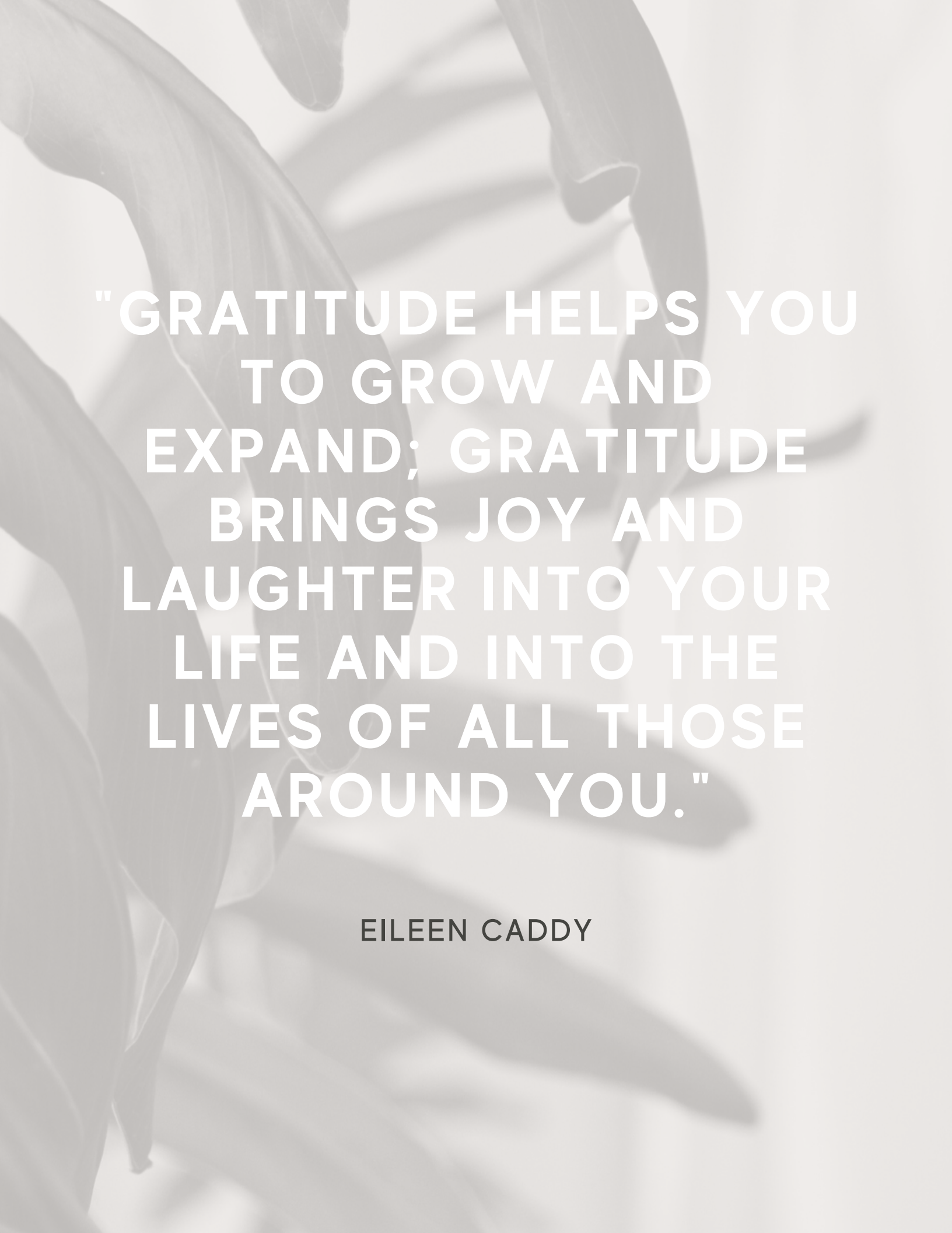
I was out of job for a while and was not covered by any insurance policy! My sister offered to help me financially with her year end bonus.

I spent over \$200,000 for this sickness. Because of COVID-19, the government hospital closed down and only operated on urgent cases.

I was admitted to a private hospital for four nights and was discharged on the fifth day. Feeling grateful that my sibling could help me!

Never feel negative, when one door closes, another door will be opened, always be positive and hope for the best.

**"NEVER FEEL NEGATIVE,
WHEN ONE DOOR
CLOSES, ANOTHER DOOR
WILL BE OPENED"**



**"GRATITUDE HELPS YOU
TO GROW AND
EXPAND; GRATITUDE
BRINGS JOY AND
LAUGHTER INTO YOUR
LIFE AND INTO THE
LIVES OF ALL THOSE
AROUND YOU."**

EILEEN CADDY



MARISOL GUERRERO

EXECUTIVE ASSISTANT

This year was....eye-opening. We all (hopefully) realized how strong and resilient we are.

At work I started Virtual Happy Hours after we couldn't get together for monthly celebrations. They are so fun, full of laughter and joy!!

I also started sending out motivational emails to start each week. I've received so many responses saying how my emails have brought new life and happiness into the workspace.

I love helping others and motivating them to continue to strive and thrive, especially this year of 2020. I myself have struggles daily with anxiety and stress, but what brings me joy and happiness is helping others find their bright light as well.

**"WHAT BRINGS ME JOY
AND HAPPINESS IS
HELPING OTHERS"**



JENNIFER WILLIAMS

DIRECTOR EXEC PA SOLUTIONS

I am grateful for so many things each year, but this year has been hard to keep the simple things in the forefront of my mind.

Amidst lockdown and all that COVID has served us, I am grateful for a lovely home to work from where I get to tuck my daughter into bed every night, safe, warm and well.

I am grateful for a business which has thrived this year and a fantastic team of associates and colleagues around me to pick me up when times were getting really hard. I'm grateful for the professional opportunities I've had this year, positive PR and awards won. Out of adversity can come triumph.

**"I AM GRATEFUL FOR A LOVELY HOME TO WORK
FROM WHERE I GET TO TUCK MY DAUGHTER INTO BED
EVERY NIGHT..."**



VICKI GRULKE

CHIEF EXECUTIVE ASSISTANT

I would like to think of the bright and happy days where I would say that I am thankful for a great cup of coffee and no accidents on the road during my daily commute to the office and back.

However, it's 2020.

2020 has been a very trying and humbling year. I make my coffee at home to take with me in the car. There were days when I was the only car on the road for a 27 mile commute to the office.

I have not gotten COVID-19, I know those that have. I am still working "in the office", I know those that are not. Family, friends and holidays all seem a blur. I am grateful for a warm and happy home and a good job.

I have mastered MS Teams as well as Zoom. I have learned that wearing a mask is not only sensible and necessary for others but me as well. I know I have helped to keep the hand sanitizer companies in business.

I am thankful for all of my EA groups on Facebook and LinkedIn. I will be waiting in whatever line will have me for the vaccine and I am very, very hopeful for a brighter light as we get into 2021.

With respect and gratitude, I am wishing the same for you.



RENA NACUBUAN

VIRTUAL ASSISTANT

This year 2020 has given me a lot of time to think and reflect on what truly is important to me.

This pandemic tried me, somehow challenged me on how to survive and put things together like the normal days we used to have. But despite the days being idle, thinking of the numbers I need to put food on the table, I am grateful for my Mom. My Mom pushes me forward, to not surrender and always look at the bright side of things even during our hardest times.

I am grateful to have so many people on my side that give me inspiration to move on. This year I continue my passion in speaking and teaching others through the means of giving English tutorials to non-native English speakers. I managed my time to accommodate more than my usual without compromising the quality of lessons I provide. I am very grateful to my students who were there from the start, former students who became friends and family as time passes by. Happiness means being content with what you have and being grateful for it day and night.



**WITH LOVE AND
THANKS TO YOU
ALL**

#TARGRATITUDECAMPAIGN