

CONVERSATION & AFTERNOON TEA WITH SAMINA AZAM

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AFTERNOON TEA

Those of you who know me, will know one of my favourite past times is enjoying afternoon tea.

The artistry, tradition, venue and food but most of all the company. This is my virtual version of having a catch up with a friend over tea & cake.

Enjoy my conversation with

Rachel Elewe
Office Manager and
Executive Assistant to Chief
Executive
EACTS



WELCOME TO OUR FIFTEENTH EDITION FEATURING - RACHEL ELEWE

What are you up to at the moment?

I have been in my current role as Office Manager and Executive Assistant to Chief Executive at EACTS, a charity based in Windsor for 6 months now and I am loving it. It was a challenge at first to get my head around the Office Manager part of the role as it was not something I have done before, but every day is a school day and I learn something new about office facilities. As well as the challenge of pigeons in the roof, dripping taps, parking issues- the role enables me to travel and get involved in organising meetings, travel and organising are two of my favourite things. Being an EA is something I am passionate about after many years in the travel industry and got



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into this career by a complete lifestyle change, moving to Saudi Arabia. I had a fantastic role as Personal Assistant in the British Embassy and have never looked back.

I also continue to be part of the BBO PA network committee and support that as much as possible by attending the events or even by being on a panel, it is a fantastic network to be part of and runs some fantastic events for the assistant committee.

And at home my son has just finished his first year of university and we are waiting for my daughters GCSE results, for the next part of her journey, so continuing in supporting them wherever their path may take them in life.

What are you watching/listening to?

I am currently watching Stranger Things, I had to see what all the hype was about, and it does not disappoint. I do like a little bit of sci-fi, supernatural and the references to the 80's remind me of my childhood. The story just keeps you gripped, looking forward to the next season although it's a long wait, I believe. I am listening to The Diary of a CEO podcasts with Steven Bartlett, he is very inspirational, and the topics and guests all have a great message

But music is my happy place, nothing beats singing along to your favourite play list at the top of your lungs.

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MY BEST LOVED CAKE, TEA, COFFEE OR VENUE?

As many people know, I love afternoon tea, my most recent visit was to Harrods for afternoon tea. It can only be good old Yorkshire Tea as my favourite tea. I love strong tea but if not, available English breakfast is a second choice. Now cake is much harder as I love pretty much all cake just not ones with raisins in! If I had to choose one, you cannot beat a classic Victoria Sponge cake.

I like eating cake anywhere but some of my favourites include Cliveden and Highfield Park. Also highly recommend the Clarence Tea Room in Windsor but if there is cake on offer, I can usually be found enjoying it! Another highlight was Tea with the Queen at her garden party at Buckingham Palace, it seems I could go on about tea for a while.



O C U L U S
C R E A T I V E
L E A R N I N G

I N S P I R E D B Y P A S S I O N



Your favourite tool/app?

I spend the most time on Facebook, Instagram, and LinkedIn – it is great connecting with people. WhatsApp is also a great way to keep connected.

For work it is Outlook and Microsoft To Do List – it's great for all my lists for the jobs I must do and whilst I still have my hand written list, this keeps everything in one place.

What are you reading?

The Spider King's Daughter by Chibundu Onuzo, is a modern-day Romeo and Juliet set against the backdrop of a changing Lagos, a city torn between tradition and modernity, corruption and truth, love and family loyalty. The author was speaking at The Cliveden Literary festival last year and as my husband is from Nigeria, I decided to pick up her book – it's a really lovely read. It's taken me a while to get to it as keep buying more books that I read first. I love reading 😊

I have also just started reading Lessons from a Clown by Em Stroud, who was a recent speaker and one of our recent BBO PA Network events.

HAPPINESS MEANS...

Being surrounded by family and friends, being content with life and able to enjoy all the things I love to do and never having regrets.

A LETTER TO YOUR YOUNGER SELF

Dear Younger Rachel
Just follow your heart and your dreams and always believe in yourself. You can achieve whatever you put your mind too, do not be shy, speak up, people do want to hear what you have to say. Do not be scared to put your hand up, say yes more often the world is full of possibilities, get out there and step outside your comfort zone and do not let imposter syndrome make you believe you can't. Live life, love, shine brightly and travel as much as possible.

Be brave, be strong, you are amazing.

From the older wiser and braver Rachel

A COUNTRY I WOULD LIKE TO VISIT

I love travelling and there are a few countries top of my list which include Egypt, the history and culture of the country really interests me. Canada and Jordan are also on my list.

After living in Saudi Arabia for 5 years it is so important to understand other people's cultures and travel to places that may not be obvious holiday destinations.



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A favourite quote

I have two favourites, if that is allowed:

No matter how you feel; get up, dress up, show up and never give up. **Unknown**

People will forget what you said, People will forget what you did, but people will never forget how you made them feel. **Maya Angelou**

In this moment I feel...

Happy and content - life is short so make the most of all the opportunities that come your way and try to live your best life. I am lucky to have my family, fabulous friends, a great network of assistants and a job that I enjoy. Let's see what happens next!

Connect with Rachel at:

LinkedIn - www.linkedin.com/in/rachel-elewe

Instagram - [rachelelewe](https://www.instagram.com/rachelelewe)

Thank you Rachel...

It's been a hoot getting to know you and spending time with you as a friend and a fellow BBO Committee Member.

Thank you for taking the time out of your busy schedule to share some of your journey with us on this platform.

I have so many takeaways from this piece. Your letter to your younger self made me cry. It absolutely resonates and gave me goosebumps. And of course our shared love for tea and cake, well we could do a whole piece on that subject alone... hmm now that's an idea (!).

Here's to saying yes to opportunities and also knocking the door of opportunity.

I am honoured and privileged to be able to call you my friend.

"I've discovered something better than cake"
"No you haven't" said the boy
"I have," replied the mole
"What is it?"
"A hug. It lasts longer."

