



## A WEEK IN THE LIFE OF... NICOLA HOLMES

SENIOR MANAGER  
LIVES IN:

FAMILY LIFE:

LOVES:

HATES:

WITHIN THE AUDIT AND ASSURANCE TEAM AT PRICEWATERHOUSECOOPERS CI JERSEY OFFICE  
GREEN ISLAND, ST CLEMENT

HUSBAND DAVID AND THREE BOYS, PETER (8), JOSEPH (5) AND LUKE (3)

PHOTOGRAPHY, BOOKS, TRAVELLING AND SPENDING TIME WITH MY FAMILY.

GETTING WOKEN UP EARLY AT THE WEEKENDS!

### MONDAY

#### Must make sure I...

send Peter to school dressed as an ancient Egyptian

#### In my diary...

9.00am - Progress meeting with the team  
12.00pm - Managers meeting  
2.30pm - Planning meeting for upcoming audit  
4.00pm - Preparation for trip to London  
5.00pm - Check in online for flight tomorrow

#### How it went...

Monday mornings can be a bit of a rush as I struggle to get back into the routine again after the weekend...missing school bags need to be found (along with the books to go in them) and packed lunches made while the boys have breakfast. I need to make sure we are all ready to go before our nanny arrives just before 8am, as an additional challenge today, my eldest son has to go to school dressed up for their class "Ancient Egyptian Day".

The working week starts with a status meeting with the team at the client offices, one of the highlights of working in audit is getting out of the office to see our clients (and our teams). This meeting takes most of the morning as we followed up our team meeting with an update with the client.

Over lunchtime we have our monthly managers meeting, a chance for the management team to get together and discuss key issues such as staffing, budgets and new client opportunities. Following this I have a planning meeting for a forthcoming audit and then I spend a couple of hours preparing for my meetings in London tomorrow.

### TUESDAY

#### Must make sure I...

grab a sandwich lunch with an old friend

#### In my diary....

6.00am - Leave home to head to the airport for the "red eye" to London  
10am - Meeting at PwC Hays Galleria office  
1.00pm - Quick lunch with a friend  
2.00pm - Audit planning meeting with client at their offices  
5.30pm - Train back to Gatwick for flight home  
9.00pm - Arrive back home

#### How it went...

Today is a London day, which means a very early start! As I get into the taxi to leave I see my son Joseph peeping out of his window and waving me off - he likes to make sure he sees me in the morning even when I have a day off island!

The flight is on time and I arrive at the PwC office near London Bridge just after 9am, my first meeting is with a PwC senior manager who I've worked with for a number of years, but this is the first time I have met him in person. It's a very productive meeting and I am pleased to be able to put a face to a name at last! After this I have a quick sandwich for lunch with a friend from university who works for PwC in London. It is great to be able to meet up with some of my contacts while I am over.

My afternoon meeting is the reason for coming over to London today and I have a very positive discussion with the client - covering changes in their business since our last meeting and planning the audit timetable for the forthcoming year end. This meeting ends late afternoon, so it's straight back to the station for the train to Gatwick and the flight back to Jersey.

### WEDNESDAY

#### Must make sure I....

bring some colouring books into work

#### In my diary...

9.00am - Call with client  
11.00pm - Review meeting with team and engagement partner  
12.30pm - Mentoring lunch  
2.00pm - Proposal team meeting  
5.30pm - Young Enterprise meeting

#### How it went...

Today is another busy and varied day. The morning starts with a conference call with the client, followed by a review meeting and then a mentoring lunch. In the afternoon I have a team meeting where we are having a brainstorming session for a proposal for a new client, which is really successful as we come up with lots of great ideas. The rest of the afternoon is spent at my desk working on the proposal and answering ad-hoc queries from the teams and clients, the afternoon just disappears as I answer calls and help to resolve queries.

I am an advisor to a Young Enterprise Company and they meet at our offices each Wednesday, so at 5.30pm I head down to the board room for the meeting. The group are currently thinking about producing a Jersey Colouring Book, so I have to remember to bring along some samples from home for them to look over. This is my second year of being involved with Young Enterprise and I have found it a great way to share some of my experiences.



## THURSDAY

### Must make sure I...

give myself enough time to prepare for this morning's board meeting

### In my diary....

9.00am - Preparation for board meeting  
10.30am - Client board meeting to approve financial statements  
1.00pm - Pick up photos from framing workshop  
2.00pm - Complete online training

### How it went...

This morning I have a client board meeting to attend as the board will be considering the annual financial statements and I will give a short overview of the audit work performed. I want to make sure I am fully prepared for the meeting so I spend the hour beforehand going over the agenda and board papers. The meeting goes well, but it takes up my whole morning and I just have time to nip out to pick up some photos I am having framed. As a keen amateur photographer I took thousands of shots when I took a year out from work to go travelling with the family. I have finally got round to getting a few of them framed for the house!

After returning a few phone calls and responding to urgent emails I spend the rest of the afternoon completing some online training - which has been on my "To do" list for the last couple of weeks! Professional development is an important part of my job and I attend regular training courses and seminars as well as completing online training to ensure my knowledge is up to date.

## FRIDAY

### Must make sure I...

remember it is a charity dress down day

### In my diary....

10.00am - Audit status call with client  
1.00pm - Pizza with team  
2.30pm - Post audit feedback meeting  
5.30pm - Office drinks after work

### How it went....

This morning I had an update call with a client, the team and I were well prepared for the meeting so although there were some tricky issues to discuss, we agreed a way forward and have arranged a further call for next week once we've reviewed some additional information which the client is going to send over.

At lunchtime I head out for a pizza with one of my audit teams, they are part-way through a long job and I want to say thanks for all their work so far. After each job we have a team de-brief as well as discussing with each team member how they have performed on the job, feedback and continuous development for our staff is a really important part of my job.

Friday ends with a quick drink after work, then home to unwind in front of the TV with a glass of wine.

## MY WEEKEND

### SATURDAY

6.30am - Boys wake up and want to start the weekend...  
9am - Shopping/recycling  
2pm - Afternoon on the beach  
5pm-late - Friends coming round for dinner

### SUNDAY

7.30am - Family breakfast  
9am - Swimming at Aquasplash  
2pm - Boys watching the F1 on TV  
4pm - Out for early dinner  
8pm - Check emails/diary for the next week

### How did it go?

With three little boys who all have their own busy social lives, sometimes my diary at the weekend feels busier than during the week! Saturday morning is always spent running errands such as the food shopping, recycling and shopping in town. Afternoons are usually a bit more relaxed and this week we dropped my eldest son off at a birthday party and then went for a walk on the beach, before heading home to prepare for friends coming over for dinner.

Sunday morning starts with an American style breakfast of pancakes, maple syrup, bacon and sausage... a hangover from the three months we spent touring Canada and the USA last year! We always try to go swimming on Sunday morning and this week was no exception and after swimming we head home for a quick lunch and then the boys spend the afternoon watching the F1 motor racing on TV while I catch up on some sleep! An early family dinner rounds off the weekend and once the kids are in bed I spend an hour or so catching up on emails in preparation for next week...

**"My diary is usually fairly hectic, but it also needs to be flexible due to the unpredictable nature of audit work. My family is really important to me and I try to keep a work-life balance and where I can I make sure that I am home each evening to see my boys before they go to bed."**