

Meades Group

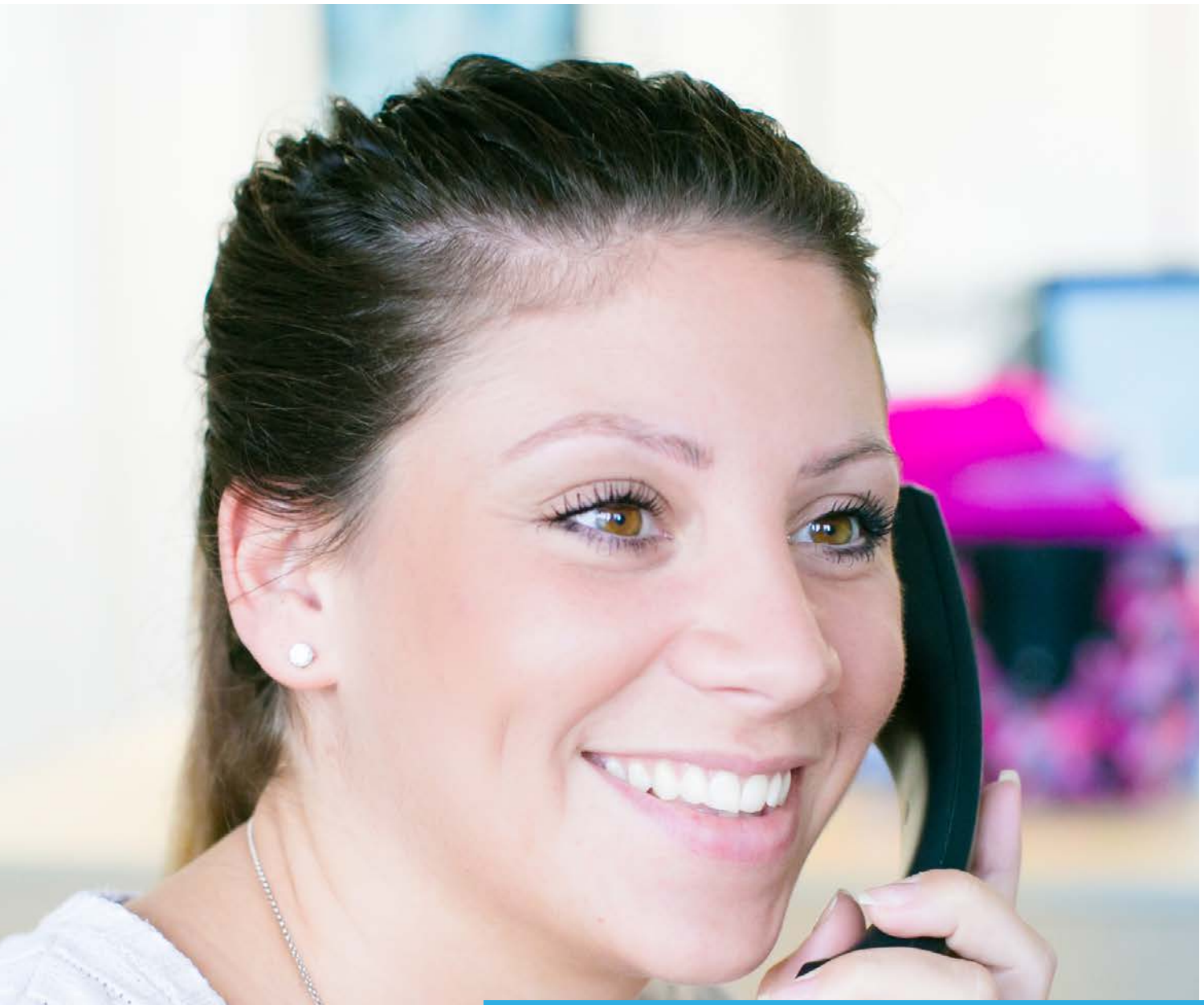
Meades Contractors

Meades Wealth Management

The Meades Team Charter

Working together for success

Why Work for Us?



Thank you for considering Meades as an employer. This team charter is designed to give you an idea of the kind of organisation we are, as well as what we'd be looking for from you as a team member.

This is a place where we aim to do things differently – and better. As well as providing compliance services, we are our customers' trusted advisors – their go-to team to help them reach their professional and personal goals.

Unlike traditional accountancy firms, we have a strategic plan of only working with clients who fit our ideal profile. This enables us to deliver an exceptional service for clients whose values mirror our own. Providing additional services over and above compliance enables us to really get to know our clients and have an impact on their future goals.

A Great Working Environment

Together we've built a working environment that's supportive and nurturing. We know that having fun is essential – but so is professional development, so we've got you covered, keep reading to learn more.



"For us to do what we do best and offer an outstanding service, it's important that we all work together and put our core values at the heart of everything we do. That's why we take care to bring the right people into our team – it's a win:win."

Paul Meades, Managing Director

Want to be Part of Something Different?



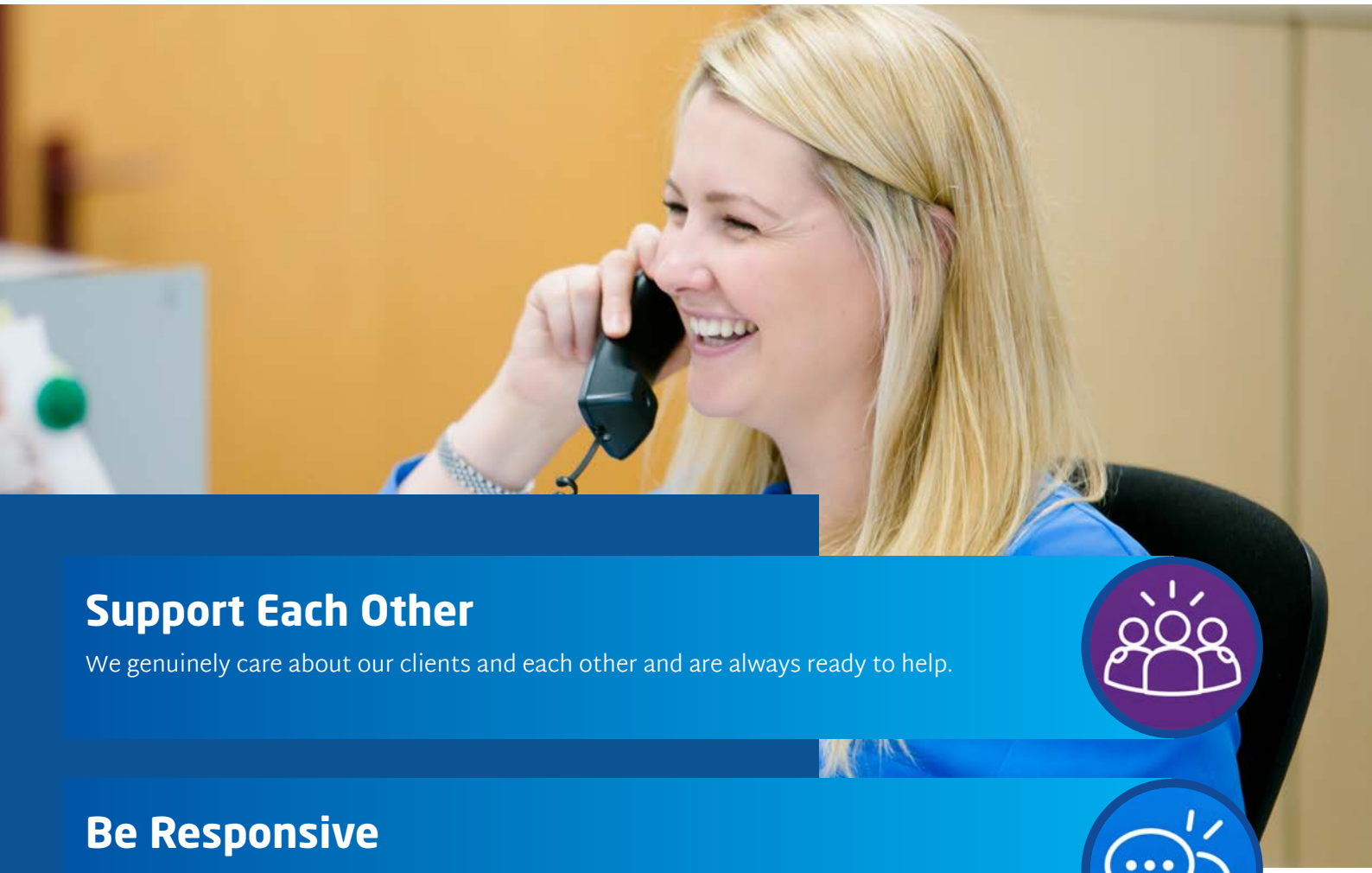
To help us achieve this, we want to work alongside people who are also committed to delivering equally high standards. We think it's important for our team members to really relate to our core values of fun, excellence, communication, certainty and team player. Are these values important to you? Have you had the opportunity to adopt these values in a previous role? If so, how did you put them into action?

What are your core values?

If you're invited for an employment interview, we'll also ask you:

- ✓ What's important to you?
- ✓ What are your big goals?
- ✓ How will working in a supportive, collaborative environment help you to be your best self?

Our Core Values Underpin Everything Our Team Do



Support Each Other

We genuinely care about our clients and each other and are always ready to help.

Be Responsive

We are accessible, approachable and quick to respond. We keep people informed and take action promptly.

Provide Reassurance

We give clear advice, build confidence and provide peace of mind.

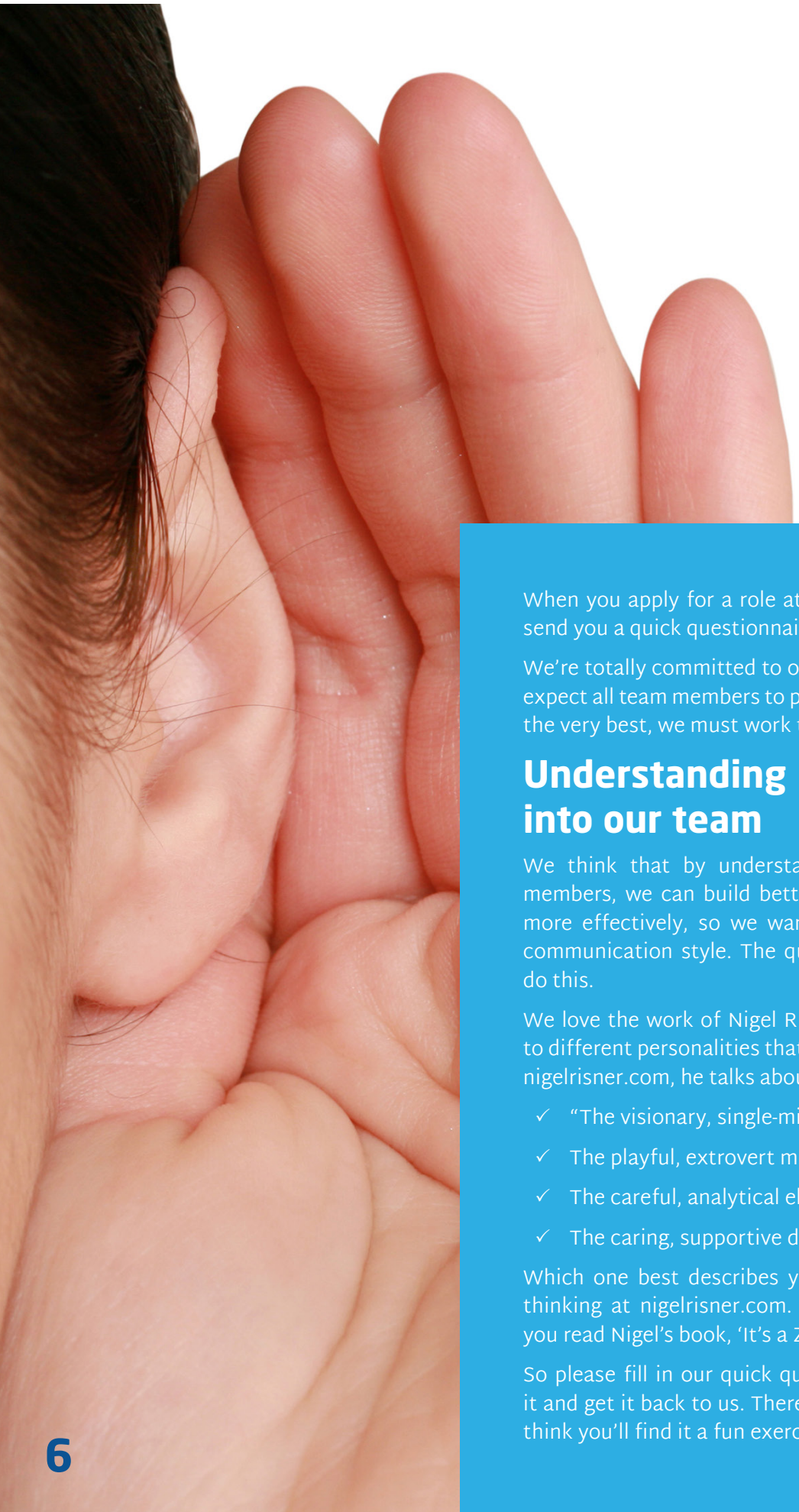
Think Ahead

We look beyond what's in front of us, anticipate what's coming and plan ahead to create better outcomes for our clients and each other.

Find a Way!

We stay positive, focus on solutions and don't give up when challenges arise. We take ownership and find a way forward.

What's Your 'Communication Style'?



When you apply for a role at Meades and send us your cv, we'll send you a quick questionnaire to complete. Here's why...

We're totally committed to offering the very best service and we expect all team members to play an active part in that. To achieve the very best, we must work together.

Understanding how you would fit into our team

We think that by understanding ourselves and fellow team members, we can build better business relationships and work more effectively, so we want to understand a bit about your communication style. The questionnaire is designed to help us do this.

We love the work of Nigel Risner about identifying and relating to different personalities that you come across. On his website at nigelrisner.com, he talks about:

- ✓ "The visionary, single-minded lion,
- ✓ The playful, extrovert monkey
- ✓ The careful, analytical elephant and
- ✓ The caring, supportive dolphin"

Which one best describes you? Learn more about this way of thinking at nigelrisner.com. We also strongly recommend that you read Nigel's book, 'It's a Zoo Around Here'.

So please fill in our quick questionnaire as soon as you receive it and get it back to us. There are no right or wrong answers. We think you'll find it a fun exercise too!

As Your Employer, We Promise To:

- ✓ Value you
- ✓ Create a great working environment
- ✓ Promote equality and diversity
- ✓ Provide training and development opportunities
- ✓ Welcome your ideas and give you a say
- ✓ Provide support
- ✓ Have an open and approachable culture



As Our Team Member, You Promise To:

- ✓ Be customer-focused and conscientious in everything you do
- ✓ Work positively with fellow team members and support them
- ✓ Be open to developing yourself – and to accepting constructive feedback and assistance so you can grow your skills and succeed.
- ✓ Follow our systems, improve them where you can and create a new system if one is needed
- ✓ Take ownership of everything you do
- ✓ Be flexible in your approach and never say, 'that's not my responsibility'.



Why Work for Meades?

We want to create a great working environment. The benefits of being in our team include*:

Rewards

- ✓ Monthly KUDOS award of £50 gift of your choice
- ✓ Annual salary reviews
- ✓ All professional subscriptions paid for
- ✓ CPD courses paid for
- ✓ Performance related bonus
- ✓ Private health care on successful completion of three months
- ✓ Pension scheme
- ✓ Mobile phone bill paid for (not handset).

Growth and professional development

- ✓ Weekly team happiness surveys
- ✓ Individual quarterly conversations around what's working well and what could be improved
- ✓ Annual career development review
- ✓ Defined route to partnership/directorship.

Your career, your development

We're a small, independent firm, and that's one of our greatest strengths. Our team members enjoy hands-on experience, meaningful responsibility and the opportunity to make a real difference to our clients.

We recognise that professional qualifications are important to many people. However, we don't offer a formal study support package, including funding for exams, courses or paid study leave.

If achieving your professional qualifications through a structured, employer-funded programme is your immediate priority, a larger organisation with dedicated training resources may be a better fit.

At Meades, we focus on what you bring to the team, the quality of your work and your ability to grow. You'll benefit from the knowledge and experience of qualified colleagues, with opportunities to develop your career through practical experience and genuine involvement in our clients' businesses. revision.

Holidays

We believe that time off is essential so as a team member you'll enjoy:

- ✓ 25 days' holiday per year + 8 bank holidays
- ✓ 3 days' additional holiday each year between Christmas and New Year (not pro-rated for part time team members).

Having fun

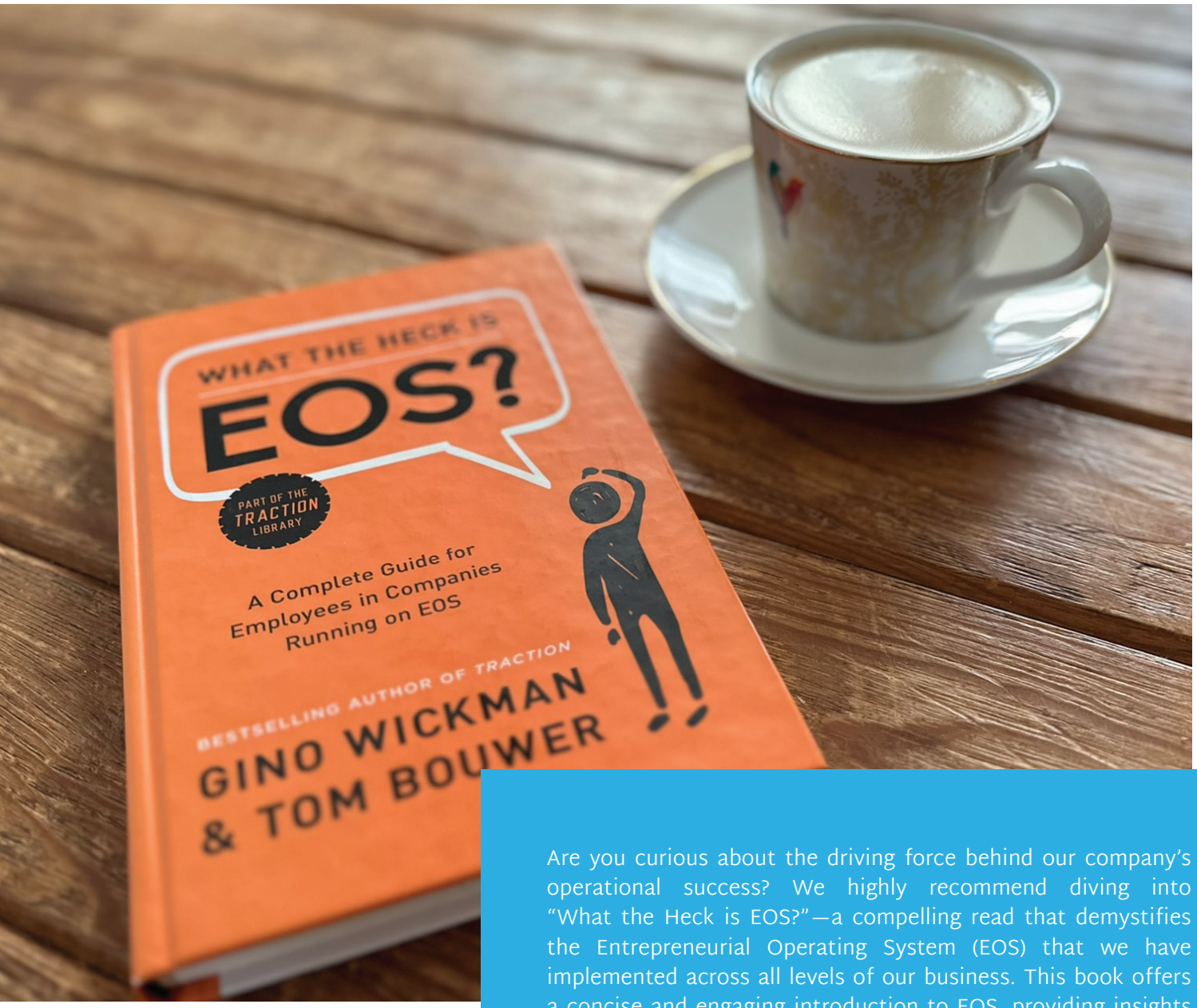
- ✓ 1 Christmas team event
- ✓ 1 summer team event
- ✓ Christmas present
- ✓ Cake and a break on your birthday.

And there's more...

- ✓ The whole team work from home on Mondays.
- ✓ Fully stocked snack fridge, with donations to charity encouraged
- ✓ Free parking
- ✓ Flexible dress code
- ✓ Top of the range coffee machine
- ✓ Water cooler machine
- ✓ Cycle to work scheme.

*some benefits require completion of your probation period.

“What the Heck is EOS?”



Are you curious about the driving force behind our company’s operational success? We highly recommend diving into “What the Heck is EOS?”—a compelling read that demystifies the Entrepreneurial Operating System (EOS) that we have implemented across all levels of our business. This book offers a concise and engaging introduction to EOS, providing insights into:

- ✓ The essence of an operating system and its critical role in business success.
- ✓ The fundamentals of EOS and the reasons behind its adoption in our company.
- ✓ The key tools of EOS and their direct impact on you as part of our team.
- ✓ The tangible benefits that EOS brings to your professional development and how it aligns with our collective vision.

Designed with clarity and accessibility in mind, “What the Heck is EOS?” serves as an invaluable resource for understanding the principles that shape our operations and culture.

By exploring this book, you’ll gain a comprehensive understanding of EOS and how you can thrive within our dynamic team.

Our Proven Process



A key part of working with EOS was defining our proven process, this is how we work to deliver the highest standards to our clients. This is what it looks like.

Why Our Team Choose to be Office Based



We work from the office because we believe sharing a space supports us to deliver the highest standards to our clients, and each other. Team work is at the heart of our success and communication is critical.

In addition to our more formal communications, such as:

- ✓ Quarter state of the company address – sharing the business performance
- ✓ Weekly department meetings - where EVERYONE can have their say
- ✓ Team engagement survey.

We collaborate continually throughout our working day too:

- ✓ We learn from each other, this is especially valuable to our trainees
- ✓ We share critical client information in the moment so everyone is up to date
- ✓ You'll never miss an update, even if it's an informal chat in the Meades Café
- ✓ You can be involved in decision making.

And there are more advantages, for example

- ✓ You'll have the best technology available
- ✓ Being in the company of likeminded people is good for you
- ✓ We can support each other when we implement change
- ✓ Balance is easier to achieve – you'll leave work at work.

It's not all about work...

We understand the need to be present in those special moments, or to simply take care of life's bumps in the road. That's why we:

- ✓ Work from home when we need to
- ✓ Family comes first – you'll have the flexibility to enjoy those special moments!
- ✓ Christmas shutdown is non-negotiable!



Meades
Group

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