

Aylesha James-Pearson

General Manager



"I want to be remembered for giving my very best in areas of life. Whether I be playing the role of mother, friend, wife, or employee – I'd like to ace it across the board."

Expertise:

- Office Management
- Program Scheduling and Management
- Client Liaison
- Financial Strategy
- Human Resource Management
- Executive Assistance
- Database Management
- Systems and Process Management
- Policies and Procedures

Qualifications:

International Certificate in Public Participation (IAP2)

Business Management (in progress - Exceler8 Academy)

Aylesha supports Performance Frontiers with effective leadership behind the scenes in her role as General Manager.

Joining Performance Frontiers as an Office Assistant in 2017, Aylesha was quickly promoted, after revolutionising the office's backend processes and firmly establishing her place as the go-to for all things staff, office, accounts and program-related. She is now responsible for office management, human resources, program coordination and scheduling, financial strategy and providing executive assistance to senior facilitators.

Aylesha confidently navigates her mosaic of roles, applying expert organisational skills, an aptitude for juggling, and her problem-solving capabilities. She runs a tight ship and is fondly known by the team as "Sista-matic", demonstrating proficiency in implementing systems, processes, policies and procedures. Her expertise in the field stems from over 18 years' experience in senior administration, executive assistant and human resource roles.

As the key point of liaison for clients and our team, Aylesha is valued for her warm and engaging demeanour, her sage advice and indomitable spirit. She works closely with people to understand their needs and create mutually agreeable solutions. She is committed to upholding the highest level of professionalism and quality of work to support Performance Frontiers' team and clients in achieving their potential.