



WORKING WITH SUNDIAL GROUP



Sundial Group
Experts In Events

WELCOME TO SUNDIAL



INTRODUCTION FROM MD, TIM CHUDLEY

Welcome to Sundial. We're proud to be one of the leading family-run businesses in the meetings industry, dedicated to providing great services, facilities and environments for our customers.

When you join us, you'll automatically become part of our extended family. Regardless of where you work, you're a vital part of our customers' experience and influential in our success. We actively provide opportunities for you to contribute to the business, with regular meetings, surveys and performance reviews.

On a personal note, I hope you'll always find the management team approachable and open-minded to any suggestions you may have.

Tim Chudley, Managing Director

OUR STORY

The Sundial story began in the 1960s with Diana Chudley, a young entrepreneur and mother of 9 who ran a guest house at her home, Highgate House, in Northamptonshire. Over time, the house evolved into the UK's first conference hotel and today forms part of the Sundial Group and now includes another meeting venues, a team building company and a venue finding agency.

Throughout the years, our family ethos has remained unchanged. We continue to look after our customers with the same care our mother gave our first guests over 50 years ago. It is our dedication to providing unique and specialist meeting environments, with a personal touch, that continues to set us apart from the competition and make us award-winning in the industry.



OUR VALUES

We have four core company values, which are embodied by our people every day:

ENTHUSIASM

We have a positive, can-do approach, where nothing is ever too much trouble. Our customers tell us that this is what sets us apart.

LOYALTY

We're proud to have one of the highest employee retention rates in the industry. Employee satisfaction directly impacts our customers' experience and is one of the reasons why our customer loyalty is industry benchmark too.

TRUST

We're open, honest and reliable. When our people trust us, our customers trust them.

EXPERTISE

Our combined skills enable us to give our customers the best possible experience. We're always listening, learning and adapting our business to meet their needs.



AN ETHICAL COMPANY

We're fortunate to have venues in beautiful countryside locations and feel a strong sense of responsibility to sustain these precious environments for future generations.

Concern for our surroundings, and wider carbon footprint, is an integral and fundamental part of our business and forms a key part of our annual business performance assessment.

A few initiatives we're particularly proud of include:

- Our support of honey bees. We're helping to reverse their declining population by homing over 500,000 of them in our grounds
- On-site water purification systems which enable us to filter our own water and reduce bottle usage
- Use of electricity generated from renewable sources and the installation of energy-saving lighting and voltage optimisation controls
- Food that is ethically sourced and, where possible, seasonal and locally produced
- Extensive recycling facilities to help reduce our impact on landfill, as well as on-site composting, with the view to achieving 100% recycling and 0% landfill waste in the next 5 years.

TRAINING AND DEVELOPMENT

Sundial is an equal opportunities employer and has been Investors in People accredited since 1999.

We're committed to training our people with a policy of 'recruiting for attitude and training for skills'.

Our programmes include:

- The Customer Journey
- Sundial Sales Academy
- Teamscapes Team building
- Health and Safety
- Food Hygiene

In addition, every new team member will be enrolled in a tailored induction, providing them with all the support they need to do their job well and to grow personally.

SUNDIAL TEAM MEMBER BENEFITS

Following an induction, you are entitled to some fantastic Sundial benefits, which include:

Pension – we offer access to a Personal Pension Scheme in which we will contribute a percentage of your salary.

Health Insurance – our healthcare scheme gives you access to a GP 24/7 and lets you claim money back for the cost of visiting everyday healthcare practitioners including dentists, opticians and physiotherapists.

Life Assurance – our life assurance scheme pays one year's salary to dependants or nominated individuals in the event of death during service.

Bonus scheme – all team members qualify for a bonus scheme based on their businesses quarterly performance.

A Day Off For Your Birthday – every year, you can take an extra paid day off within 2 weeks of your birthday.

Childcare Vouchers – you may elect to take childcare vouchers from your salary, a deductible benefit before any tax and NI contributions.

Free Meals On Duty – depending on hours work, you will be entitled to free meals on duty.

Free Stay At A Sundial Venue – every year, you're invited to stay for 2 night's bed and breakfast at any of our venues.

Discounted Dining At Sundial Venues – you can enjoy a meal for up to 4 people at any of our venues with a 50% discount (subject to availability). We also offer discounts for private dining events.

Birthday Wine – if you work on your birthday, we will give you a bottle of wine.

Recommend A friend – if you successfully recommend a friend to Sundial, and they go on to be employed on a full-time contract, you can earn up to £600 (terms and conditions apply).

Sundial Star Awards – we have a recognition programme gives you the opportunity to be nominated in our monthly Sundial Star awards, with the chance to win £25 cash.

FURTHER BENEFITS INCLUDE:

- Free car parking at work
- Uniform
- Use of the gym

ABOUT SUNDIAL GROUP

We are an award-winning events group with a venue finding agency, a team building company and two of our own business hotels.

Family-owned and run, we have 50 years' experience in the hospitality industry and pride ourselves on being experts in events. We've been recognised for achievements in a number of areas including customer service, value for money, facilities, food and industry leadership, and are proud to work with clients from a wide range of sectors.



Highgate House
Hotel | Meetings | Events



Woodside
Hotel | Meetings | Events

Our business hotels (Highgate House in Northamptonshire and Woodside in Warwickshire), provide unrivalled meeting and training environments in prominent, accessible UK locations.

Our countryside locations also lend themselves perfectly to leisure breaks, weddings and celebrations.



Teamscapes Learning
Enlightening People To Change

Teamscapes Learning is an innovative team building company that inspires your people to do what they do, better. Our activities are run both outdoors and indoors and are designed to help you get the best out of every single individual to help you achieve your team's full potential.



SOS Venue Finding
Expertise You Can Trust

SOS Venue Finding can help you find a venue anywhere in the world. We not only know exactly what it takes to find a great venue, but also understand how to make your event a success.



TO FIND OUT MORE,
VISIT WWW.SUNDIALGROUP.COM/CAREERS