



High Society Models



High Society Models

STRUCTURE

BOOKLET

WHO TO CONTACT FOR WHAT AND WHEN

The following information is for members who are signing up with High Society Models, High Society Models VIP, High Society Models International.

If you are signing up to High Society Angels, High Society Dolls, High Society Gems or High Society Babes - Please beware the agency structure is different. So please ignore the structure booklet.

How our Agency works...

Once you have passed this training, you will be added into an incredible group chat. High Society Models, High Society Models VIP and High Society Models International all share 7 group chats. There is no difference between these three agencies at all, they are simply different "groups" on Adultwork (the third party site we use) These agencies are all owned and ran by Emily.

There are 7 group chats in Models due to us wanting to keep the number of participants and other models in the chat low, so everyone's message is seen and replied to within sufficient time. Most group chats have between 100-200 models. There is always banter, photos, love, and motivation being posted daily. It's an incredible thing to be apart of! You will never know a more loving bunch of women than those within this franchise.

We are of course all here to make money, but we have also all met TRUE friends for life too. There's never any of this cliquey bitchiness you find in other girl groups. Where webcam modelling is such a controversial job, we have found that the kind of women who want to do it are all very similar, doing it for similar reasons and therefore we all understand one another incredibly well.

Each group chat has an AMAZING admin team. Every single one of these Admins, Managers included have worked their way up from a model via the progression scheme (more information given on this later on in training).

In every group chat you have at least one of each, sometimes more: Manager, Assistant Manager, Senior Admin, Admin and a Trainee Admin.

They are all there to help and support you in anyway you need.

We introduced having managers and admins as the agency grew so big, so rapidly. As Emily found she could no longer be around in the group chats as much as she used to be. It's always been extremely important to her that this agency and it's franchise sister agency always continue to support every single one of our models. The admin team's are the best of the best, they support our models constantly which gives Emily more time to work on things in the background.

The managers are then supported by our two amazing Managing Directors, M and Chelsea...

Emily recently made the decision to take an even further step back from the agency due to being pregnant with her little girl; due in September 2023.

As you will come to learn, this agency is Emily's whole life. She's never really had a proper day off due to always wanting you beauties to be supported constantly.

Even with the incredible management and admin team running the group chats, She was / still is always around in the background.

Unfortunately this will just not be feasible in the next coming weeks with her needing rest in the last few weeks of her pregnancy, and there after with a newborn AND her 6 year old around.

She never got to have that "new born bubble" with her little boy 6 years ago due to being in a DV relationship. So it's really important to her that she gets to have it this time.

Please understand that she has been spreading herself thin for over two years now, constantly battling with mum guilt from being away from her little one due to working, or agency guilt from being away from the agency whenever attempting to spend time with her family (which never truly happens as she is still ALWAYS around)

Because of this she finally made the very hard decision to take a proper step back from the agency and somewhat hand the reigns over, and essentially split her job role into three. So instead of just her, there is now three of us (No - unfortunately I did not clone myself haha)

Instead, she introduced M and Chelsea as Managing Directors.

Emily will still be acting Agent - this will never ever change. But please know, gradually over the next few weeks she will be around a lot less, especially come September.

BUT, the two new Directors she trusts with her life. They are ready and raring to take on her ever growing list of responsibilities.

For the next few weeks Emily's job role will mainly consist of making Tik Toks in order to recruit, Hosting Podcasts and hopefully even attending interviews with you amazing models.

Chloe, Emily's PA is back from maternity leave now (thank GOODNESS! she was missed haha) but she mainly only deals with Verifications.

Please still message the Business number for all:

- Referrals (remember you get £20 for every person you refer when they hit 200 credits)
- Payment issues (but please make sure you are checking the Payment issue checklist first, and then messaging a manager before messaging the business number. Only message the business number regarding pay when it's a change of bank details or your manager has advised you too.)
- On request pays
- Booking in a Podcast / Interview dates

Everything else can go through your current managers AND / OR the new Directors.

M and Chelsea will (hopefully) be in these roles permanently, Emily's role will forever be split into 3, maybe even more one day as we grow and the want to give others more progression opportunities.

*Please skip this part if you're with High Society Angels, High Society Dolls, High Society Gems or High Society Babes

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High Society Models has been built with it's models at the forefront. Everything that's ever done is to give back to the models, and to make sure everyone is supported fully constantly and consistently. The owner, Emily always wanted to be seen as approachable and accessible but as the agency grew beyond anything anyone every imagined it became apparent that being available to nearly 2,000 models was impossible. So, we now have the Admin Team which consists of Office Assistants, Recruitment Directors, Managing Directors, Managers, Assistant Managers, Senior Admins, Admins and Trainee Admins. We currently have over 50 Admins Team members, with it growing by the day. We never want the Admin Team to feel as a hierarch, but with that said, this is a business, and for the business to work certain people have certain roles in order to maintain the consistent support, help and high standards we've always set as an agency. With this booklet we have set out a rough guide on who to contact and when, so that any queries are sorted as effective and efficiently as possible.

YOUR AGENT



Emily Kathleen

07379 676558 (the business number)

Emily is currently on Maternity leave. But like the true workaholic, she is still around doing certain tasks. Mainly all pay related.

Please message the business number (shown above aka the number you were messaging during verification) for:

- Referrals (remember you get £20 for every person you refer when they hit 200 credits)
- Payment issues (but please make sure you are checking the Payment issue checklist first, and then messaging a manager before messaging the business number. Only message the business number regarding pay when it's a change of bank details or your manager has advised you too.)
- On request pays
- Booking in a Podcast / Interview dates
- If you need to reverify your profile (generally if you haven't been online for a while)

Everything else can go through your current managers AND / OR the new Directors.

OFFICE ASSISTANT / EMILY'S PA



Chloe

07379 676558

(the business number)

Chloe aka Emily's guardian angel, does a few hours a week replying to messages on the business number, mainly sorting verifications and going through new applications.

Chloe only deals with business number messages up until models are in the group chat. Emily deals with all direct messages thereafter.

YOUR MANAGING DIRECTORS



Please all save
their below
numbers!



Emily Allman aka "M"

07854486965

Chelsea Mcgillavary

07355 496519

Their role is essentially "Managers of managers" they are both there to offer more support to the amazing managers as well as background and 1-1 support for all models.

M and Chelsea's work numbers will be in ALL group chats, so please tag / @ them with any issues. You can also message them directly should you need to.

Please always ask general questions / queries in the group chat first, as you will get a quicker response due to there being a larger amount of support from your manager and admin team in there. If you do not get a reply in the group chat, please @ your manager. If that does not get a reply, please then message either M or Chelsea directly.

When should you message them?

- If you have not had a reply within a sufficient amount of time from your group chat manager
- Any system issues ie. issues with you profile (that isn't to do with verifying – all verifying issues need to go to the business number)
- If you have not had your "on request pay" paid within a sufficient amount of time (so have messaged the business number 3 money bags and it's been an hour or two) – This way they can call Emily's personal number to give her a nudge.
- Any client issues ie. a client has been rude
- If you are struggling with anything and need a 1-1 chat
- Any suggestions you may have ie. giveaways, competition, incentive ideas.

YOUR RECRUITMENT DIRECTOR



Jessica Manton

07737702072

Jess's role is to weekly message all the new starters for that week and to see how they are getting on. She also messages any new starters from previous weeks who have not yet earned to find out if they are ok, and to see if they need anymore support. ie. to book a workshop call.

She has a crazy spread sheet keeping track of new starters earnings, what chat's they are in, when they were added etc. She will feed back any comments or concerns from new starters to the correlating manager in order to make sure the support we offer is kept up to our high standard.

When should you message them?

- If you are struggling with anything and need a 1-1 chat
- If your scheduled workshop call with your manager didn't go ahead
- You need extra support on anything
- If you'd like to book a workshop call

High Society Models ADMINTEAM

Emily
Agent / Owner

M (Emily A)
Managing Director

Chelsea M
Managing Director

Chloe S
Office Assistant

Jessica M
Recruitment Director

Leanne & Gemma S
Managers of Group 1

Kelly P & Jess K
Managers of Group 2

Lydia M
Manager of group 3

Marie A
Manager of group 4

Emillie R
Manager of group 5

Amanda B
Manager of group 6

PJ
Manager of group 7

Leanne & Gemma S
Assistant Manager of Group 1

Assistant Manager of Group 2

Nina S
Assistant Manager of Group 3

Leigh & Lucyleigh
Assistant Manager of Group 4

Lizzie A
Assistant Manager of Group 5

Jess G
Assistant Manager of Group 6

Rachael
Assistant Manager of Group 7

Caitlin & Laura
Senior Admin of Group 1

Chloe
Senior Admin of Group 2

Tracy
Senior Admin of Group 3

Chloe S & Meg
Senior Admin of Group 4

Courtney & Nicki
Senior Admin of Group 5

Theresa
Senior Admin of Group 6

Chloe
Senior Admin of Group 7

Josie
Admin of Group 1

Terri Anne & Monica
Admin of Group 2

Amber
Admin of Group 3

Toni
Admin of Group 4

Claudia & Zoe
Admin of Group 5

Jenna, Tavia & Becky
Admin of Group 6

Admin of Group 7

Sammy
Trainee Admin of Group 1

Trainee Admin of Group 2

Ashleigh & Jess
Trainee Admin of Group 3

Laura
Trainee Admin of Group 4

Lilly & Tenaya
Trainee Admin of Group 5

Zuzana
Trainee Admin of Group 6

Kirsty, Simona & Megan
Trainee Admin of Group 7



52 MEMBERS IN TOTAL, AND GROWING BY THE DAY!