

ISLAND VA



Virtual Assistant Services

Portfolio

www.islandva.com



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WELCOME



I'm NIKKI!

FOUNDER OF
ISLAND VA

Your Creative & Tech-Savvy Virtual Assistant

Hi, I'm Nikki Thompson, a Virtual Assistant originally from the UK, now living on a tropical island in Thailand. With over 15 years of experience as an Admin and Personal Assistant in London, I transitioned to the VA world in 2015, blending my administrative skills with creative and technical expertise.

I specialise in helping solopreneurs and small businesses by offering a unique combination of creativity, tech-savviness, and organisation. From designing on-brand visuals to setting up seamless sales funnels, I'm dedicated to delivering high-quality results that allow my clients to focus on what they do best.

When I'm not working, I enjoy volunteering at a local animal shelter and exploring the natural beauty of my island home.

Let's collaborate to take your business to new heights.

My Services

01



Social Media Management

Grow your brand with my comprehensive social media management services. I specialise in researching and creating engaging content, scheduling posts, running effective Facebook Ads, and designing branded images and videos. My services also include planning and creating engaging posts, and developing strategic content plans and calendars to ensure your social media presence thrives.

02



Email Marketing

Optimise your communication with tailored email marketing solutions. I handle the creation of eye-catching email templates, set up efficient automations and workflows, design compelling newsletters and updates, and manage subscriber lists to ensure your messages reach the right audience effectively.

03



Landing Pages & Sales Funnels

Boost your conversions with expertly designed landing pages and sales funnels. I specialise in creating on-brand opt-in pages, sales pages, and checkout pages that effectively guide your audience through the buying process, enhancing your overall sales strategy and maximising your results.

04



Course Creation

Streamline your course development with my comprehensive course creation services. I assist with proofreading content, designing engaging graphics, uploading and formatting materials, setting up essential integrations, and adding effective email sequences to ensure a seamless and professional learning experience.

My Services

05



Canva Designs

Enhance your visual identity with professionally crafted Canva designs. I create on-brand social media graphics and videos, brochures, flyers, workbooks, business cards, presentations, and infographics that capture your brand's essence and engage your audience effectively.

06



Blog Management

Elevate your blog with expert management services. I handle researching topics, content, and keywords, sourcing images, proofreading, layout and formatting, and SEO optimisation. Additionally, I create engaging Pinterest images and promote your blog posts across social media to maximise reach and impact.

07



General Admin

Streamline your daily operations with my efficient general admin services. I assist with internet research, proofreading and editing, document creation in Word and Excel, presentation design, and data management across spreadsheets and databases, ensuring your tasks are handled with precision and professionalism.

SAMPLES OF WORK



Social **MEDIA**

I craft eye-catching social media graphics and videos using Canva, paired with compelling captions that resonate with your audience. I dive deep into hashtag research to boost your visibility and ensure your posts reach the right people. From Facebook to Instagram, LinkedIn to Google My Business, I handle everything from creation to scheduling, ensuring your brand shines across all platforms.



DOCTOR LAVAN

Medical Practitioner | Medical Hacks & Facts | Positive Mindset

Did You Know?



You can't breathe and swallow simultaneously.

Bad decisions make good stories.

ELLIS VIDLER

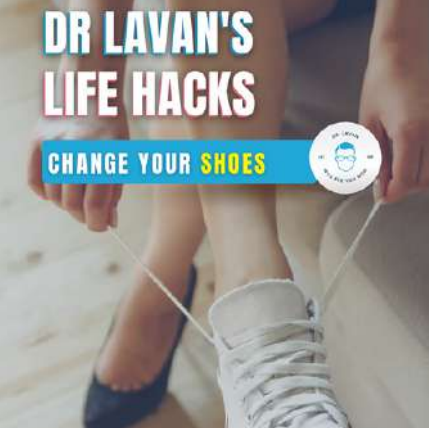
BRAINTEASER

I am a god, a planet, and I measure heat.

What am I?

DR LAVAN'S LIFE HACKS

CHANGE YOUR SHOES



Did You Know?



Only 2% of humans have green eyes.

You should sit in meditation for 20 minutes a day unless you're too busy, then you should sit for an hour.

ZEN PROVERB

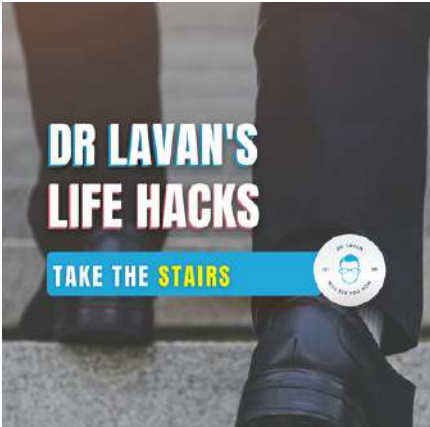
BRAINTEASER

I come in different shapes and sizes. Some parts of me are curved, other parts are straight. You can put me anywhere you like, but there is only one right place for me.

What am I?

DR LAVAN'S LIFE HACKS

TAKE THE STAIRS



Did You Know?



Exercise boosts brain performance.

Whatever you do, always give 100%. Unless you're donating blood.

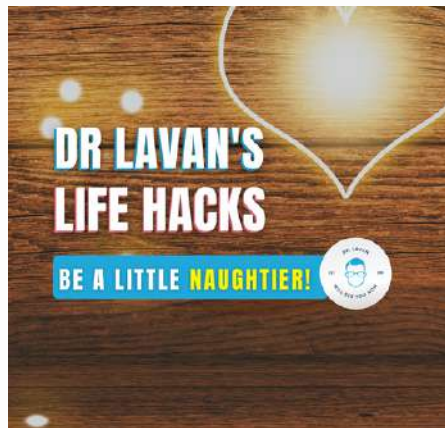
BILL MURRAY

BRAINTEASER

What English word has 3 consecutive double letters?

DR LAVAN'S LIFE HACKS

BE A LITTLE NAUGHTIER!





SURBITONIAN GARDENS

A care home with an innovative approach to care



Your face is marked with lines of life, put there by love and laughter, suffering and tears. It's beautiful.

- Lynsay Sands



surbitonian gardens



“

surbitonian gardens

Know that you are the perfect age. Each year is special and precious, for you shall only live it once. Be comfortable with growing older.

- Louise Hay

”



Nobody grows old merely by living a number of years. We grow old by deserting our ideas. Years may wrinkle the skin, but to give up enthusiasm wrinkles the soul.

- Samuel Ullman



surbitonian gardens



If wrinkles must be written upon our brows, let them not be written upon the heart. The spirit should never grow old.

- James A. Garfield



surbitonian gardens



As we grow older, we must discipline ourselves to continue expanding, broadening, learning, keeping our minds active and open.

- Clint Eastwood



surbitonian gardens

**RECRUITING
Catering
Assistant**

APPLY NOW!





surbitonian gardens
anaveCOLLECTION



ANAVO GROUP

A leading, innovative care home operator and developer

“ 
We cannot direct the wind, but we can adjust the sails.
 - Dolly Parton
 ”

“ 
A smile is a curve that sets everything straight.
 - Phyllis Diller
 ”




WORLD MENTAL HEALTH DAY 


RECRUITING Care Assistants
APPLY NOW!
www.anavogroup.com
recruitment@anavogroup.com

“ 
Caring for our seniors is perhaps the greatest responsibility we have. Those who walked before us have given so much and made possible the life we all enjoy.
 - John Hoeven
 ”



HAPPY INTERNATIONAL DAY OF OLDER PERSONS


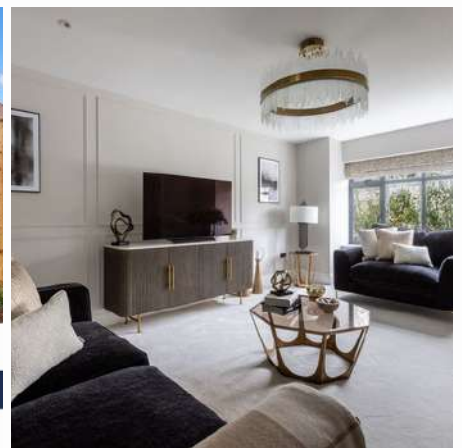


“ 
The closest thing to being cared for is to care for someone else.
 - Carson McCullers
 ”

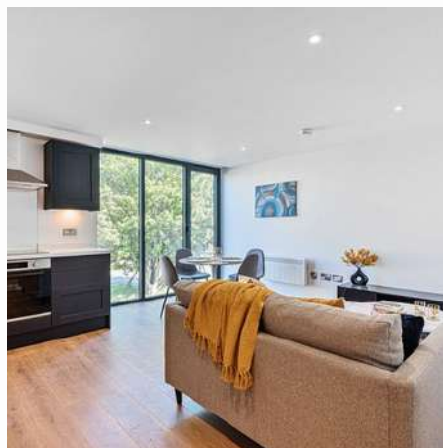


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ECO-FRIENDLY TOTE BAGS



free guide

BAG YOUR BRAND



SPOTLIGHT ON...

Heat-Sealed Bags



- ✓ Up to 40% cheaper than standard Non Woven PP bags
- ✓ 100% recyclable material
- ✓ Soft-feel material that's ideal for screen-printing
- ✓ For large wholesale orders of 10k units +

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BRANDED TOTE BAGS



NYLON Vest Style Pouch Bag



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& Save More**



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Jey ★★★★★
Fantastic stay. This place is beyond all expectations!

ALANTA VILLA BOUTIQUE POOL VILLAS

Tristan ★★★★★
The most amazing service and accommodation. Absolutely legendary!

WWW.ALANTAVILLA.COM



Honeymoon Package





WYE WOOD

Experts in handcrafted outdoor structures, based in the heart of the Wye Valley.



SAMPLES OF WORK

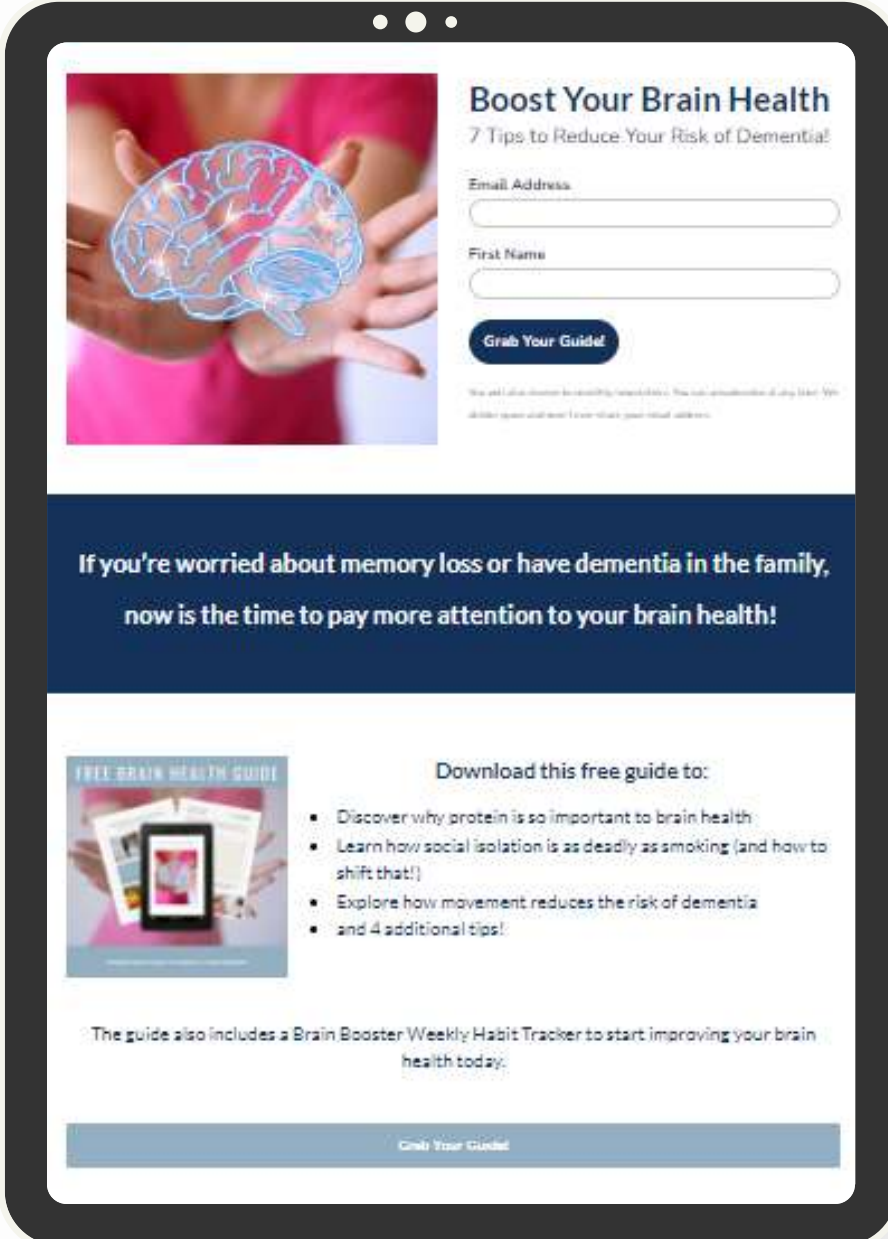


Landing **PAGES**

I design high-converting landing pages that capture attention and drive action—whether it's opt-ins, checkout pages, or full sales funnels. With expertise across platforms like Kajabi, Mailchimp, Leadpages, Wix, and Clickfunnels, I ensure your landing pages not only look great but also deliver results.

OPT-IN PAGE FOR A FREE GUIDE

(Made in Mailchimp)



The image shows a mobile-optimized opt-in page for a free guide. The page is displayed on a tablet-like device with a black border. At the top left, there is a photograph of a person's hands holding a glowing blue brain. To the right of the photo, the heading reads "Boost Your Brain Health" with a subtitle "7 Tips to Reduce Your Risk of Dementia!". Below this, there are two input fields: "Email Address" and "First Name". A dark blue button labeled "Grab Your Guide!" is positioned below the fields. A small disclaimer at the bottom of the form states: "We will never share your email address. You can unsubscribe at any time. We'll never spam you or sell your email address." Below the form is a dark blue banner with white text: "If you're worried about memory loss or have dementia in the family, now is the time to pay more attention to your brain health!". Underneath the banner, on the left, is a thumbnail image of the "FREE BRAIN HEALTH GUIDE" which shows a smartphone displaying a brain scan. To the right of the thumbnail, the text says "Download this free guide to:" followed by a bulleted list of benefits: "Discover why protein is so important to brain health", "Learn how social isolation is as deadly as smoking (and how to shift that!)", "Explore how movement reduces the risk of dementia", and "and 4 additional tips!". Below the list, it says "The guide also includes a Brain Booster Weekly Habit Tracker to start improving your brain health today:". At the bottom of the page, there is a light blue button labeled "Grab Your Guide!".

Boost Your Brain Health
7 Tips to Reduce Your Risk of Dementia!

Email Address

First Name

Grab Your Guide!

We will never share your email address. You can unsubscribe at any time. We'll never spam you or sell your email address.

If you're worried about memory loss or have dementia in the family, now is the time to pay more attention to your brain health!

FREE BRAIN HEALTH GUIDE

Download this free guide to:

- Discover why protein is so important to brain health
- Learn how social isolation is as deadly as smoking (and how to shift that!)
- Explore how movement reduces the risk of dementia
- and 4 additional tips!

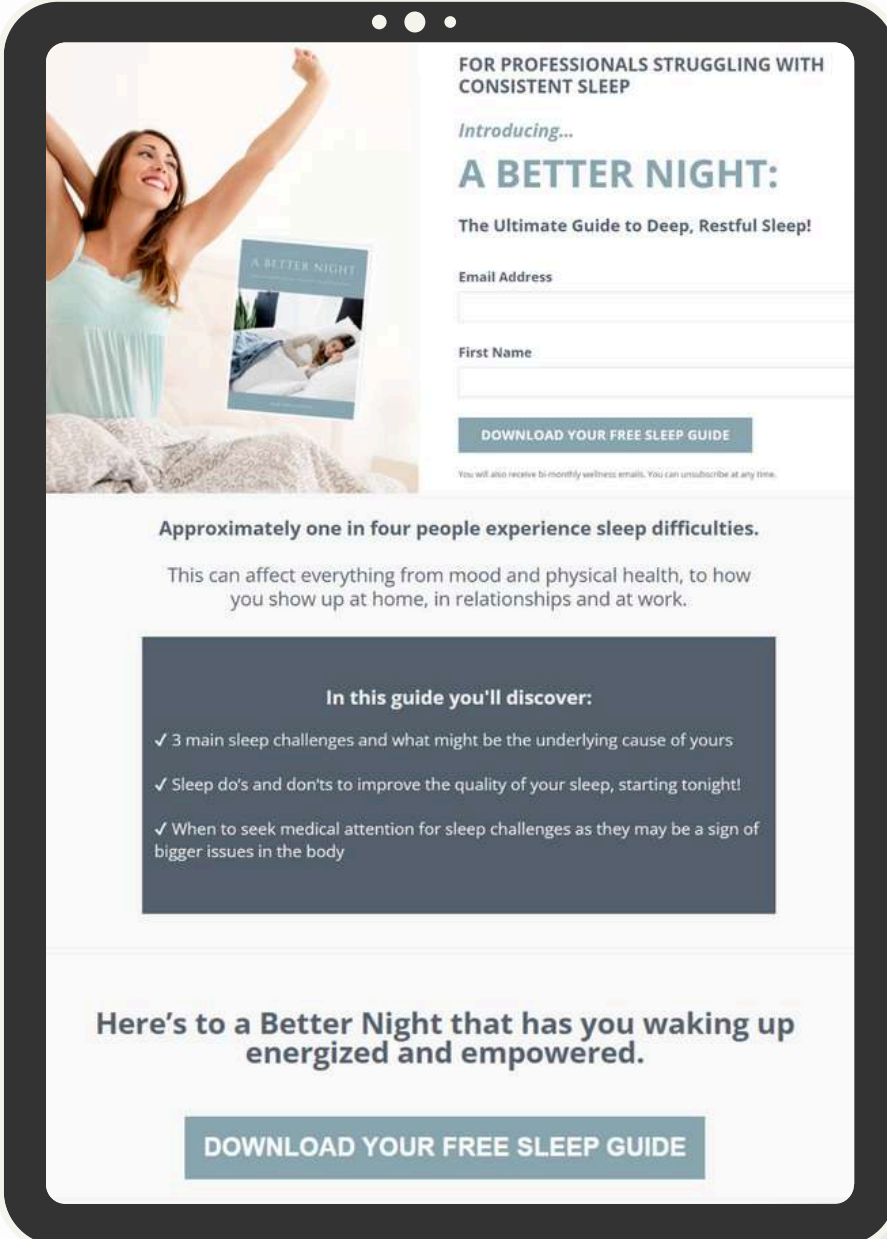
The guide also includes a Brain Booster Weekly Habit Tracker to start improving your brain health today.

Grab Your Guide!

[Click here](#) to view.

OPT-IN PAGE FOR A FREE GUIDE

(Made in Mailchimp)



The image shows a mobile-optimized opt-in page for a free sleep guide. It features a woman in a light blue top sitting up in bed with her arms raised, next to a book titled 'A BETTER NIGHT'. The page includes a headline, a sub-headline, a form for email and first name, and a 'DOWNLOAD YOUR FREE SLEEP GUIDE' button. Below the form, there is a paragraph of text, a list of three bullet points, and another 'DOWNLOAD YOUR FREE SLEEP GUIDE' button.

FOR PROFESSIONALS STRUGGLING WITH
CONSISTENT SLEEP

Introducing...

A BETTER NIGHT:

The Ultimate Guide to Deep, Restful Sleep!

Email Address

First Name

DOWNLOAD YOUR FREE SLEEP GUIDE

You will also receive bi-monthly wellness emails. You can unsubscribe at any time.

Approximately one in four people experience sleep difficulties.

This can affect everything from mood and physical health, to how you show up at home, in relationships and at work.

In this guide you'll discover:

- ✓ 3 main sleep challenges and what might be the underlying cause of yours
- ✓ Sleep do's and don'ts to improve the quality of your sleep, starting tonight!
- ✓ When to seek medical attention for sleep challenges as they may be a sign of bigger issues in the body

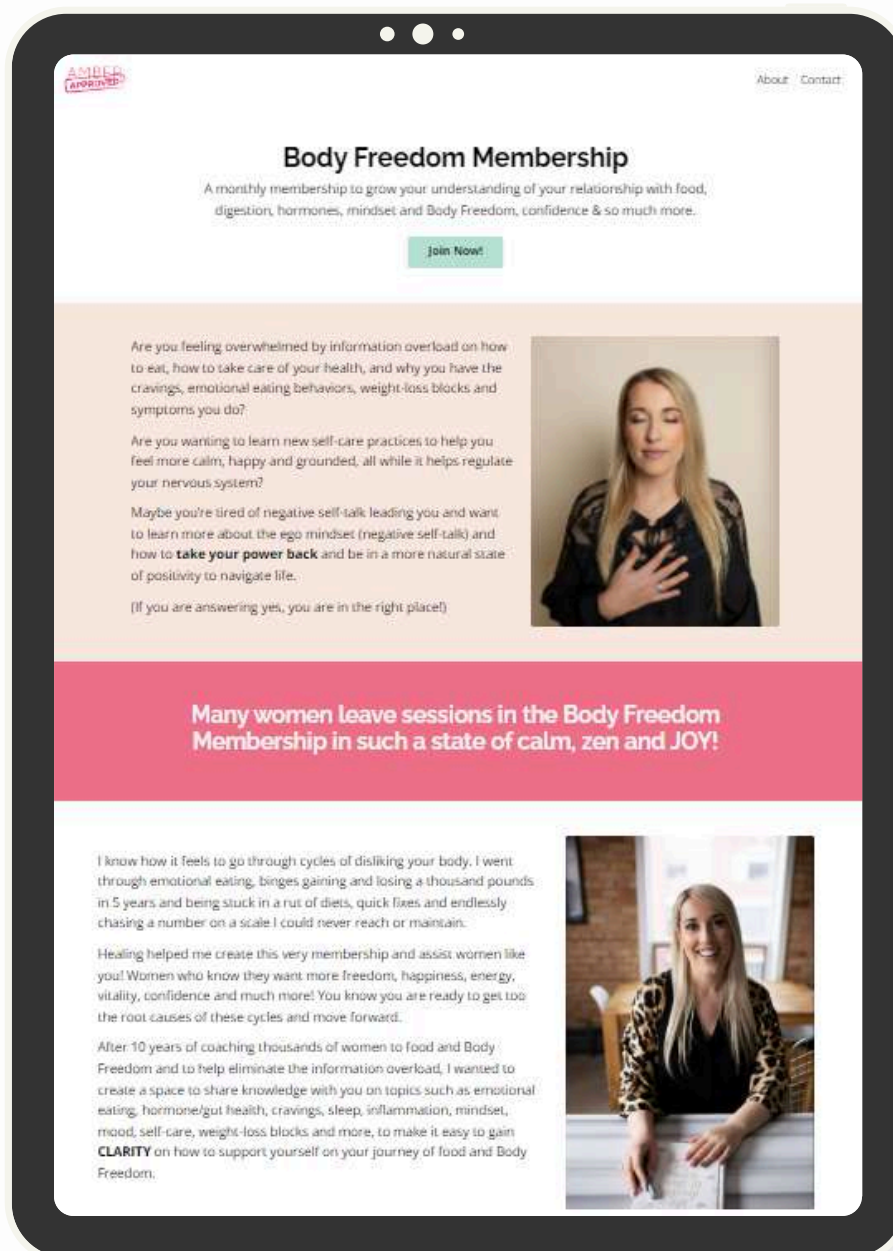
Here's to a Better Night that has you waking up energized and empowered.

DOWNLOAD YOUR FREE SLEEP GUIDE

[Click here](#) to view.

SALES PAGE FOR A MEMBERSHIP

(Made in Kajabi)



The screenshot shows a sales page for a membership. At the top left is a logo for 'AMBER APPOINTMENT' and at the top right are links for 'About' and 'Contact'. The main heading is 'Body Freedom Membership', followed by a sub-heading: 'A monthly membership to grow your understanding of your relationship with food, digestion, hormones, mindset and Body Freedom, confidence & so much more.' Below this is a green 'Join Now!' button. The page features three columns of text and two images of a woman. The first column asks if the reader is overwhelmed by information, if they want to learn self-care practices, and if they are tired of negative self-talk. The second column contains a video of the woman speaking. The third column is a pink banner with the text: 'Many women leave sessions in the Body Freedom Membership in such a state of calm, zen and JOY!'. The fourth column shares a personal story of the creator, mentioning her struggles with emotional eating and her goal to help others gain clarity. The fifth column contains another video of the woman smiling at a desk.

AMBER APPOINTMENT About / Contact

Body Freedom Membership

A monthly membership to grow your understanding of your relationship with food, digestion, hormones, mindset and Body Freedom, confidence & so much more.

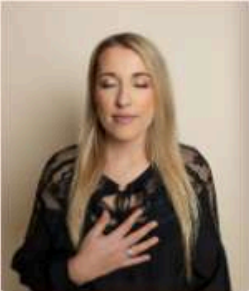
[Join Now!](#)

Are you feeling overwhelmed by information overload on how to eat, how to take care of your health, and why you have the cravings, emotional eating behaviors, weight-loss blocks and symptoms you do?

Are you wanting to learn new self-care practices to help you feel more calm, happy and grounded, all while it helps regulate your nervous system?

Maybe you're tired of negative self-talk leading you and want to learn more about the ego mindset (negative self-talk) and how to **take your power back** and be in a more natural state of positivity to navigate life.

(If you are answering yes, you are in the right place!)

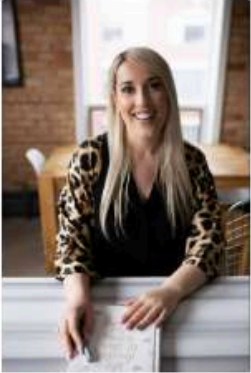


Many women leave sessions in the Body Freedom Membership in such a state of calm, zen and JOY!

I know how it feels to go through cycles of disliking your body. I went through emotional eating, binges gaining and losing a thousand pounds in 5 years and being stuck in a rut of diets, quick fixes and endlessly chasing a number on a scale I could never reach or maintain.

Healing helped me create this very membership and assist women like you! Women who know they want more freedom, happiness, energy, vitality, confidence and much more! You know you are ready to get to the root causes of these cycles and move forward.

After 10 years of coaching thousands of women to food and Body Freedom and to help eliminate the information overload, I wanted to create a space to share knowledge with you on topics such as emotional eating, hormone/gut health, cravings, sleep, inflammation, mindset, mood, self-care, weight-loss blocks and more, to make it easy to gain **CLARITY** on how to support yourself on your journey of food and Body Freedom.



[Click here](#) to view.

SALES PAGE FOR A GROUP PROGRAM

(Made in Kajabi)

Body Freedom Unleashed
with Amber Romanik

Ditch diets, break free of emotional eating & binges, balance your hormones, overcome the weight-struggles and build Body Freedom!

[Sign me up!](#)

A 7-month group program to help you overcome with food.

Amber Romanik

98% of the women I've worked with in my private coaching have experienced some level of emotional eating, binges, weight frustrations and body image struggles.

And 100% of the women I've worked with are tired and struggling with hormone issues.

This has led to weight-gain, constant diets, quick fixes, meal plans, hiring trainers, taking supplements, and more, to gain control with food and their health.

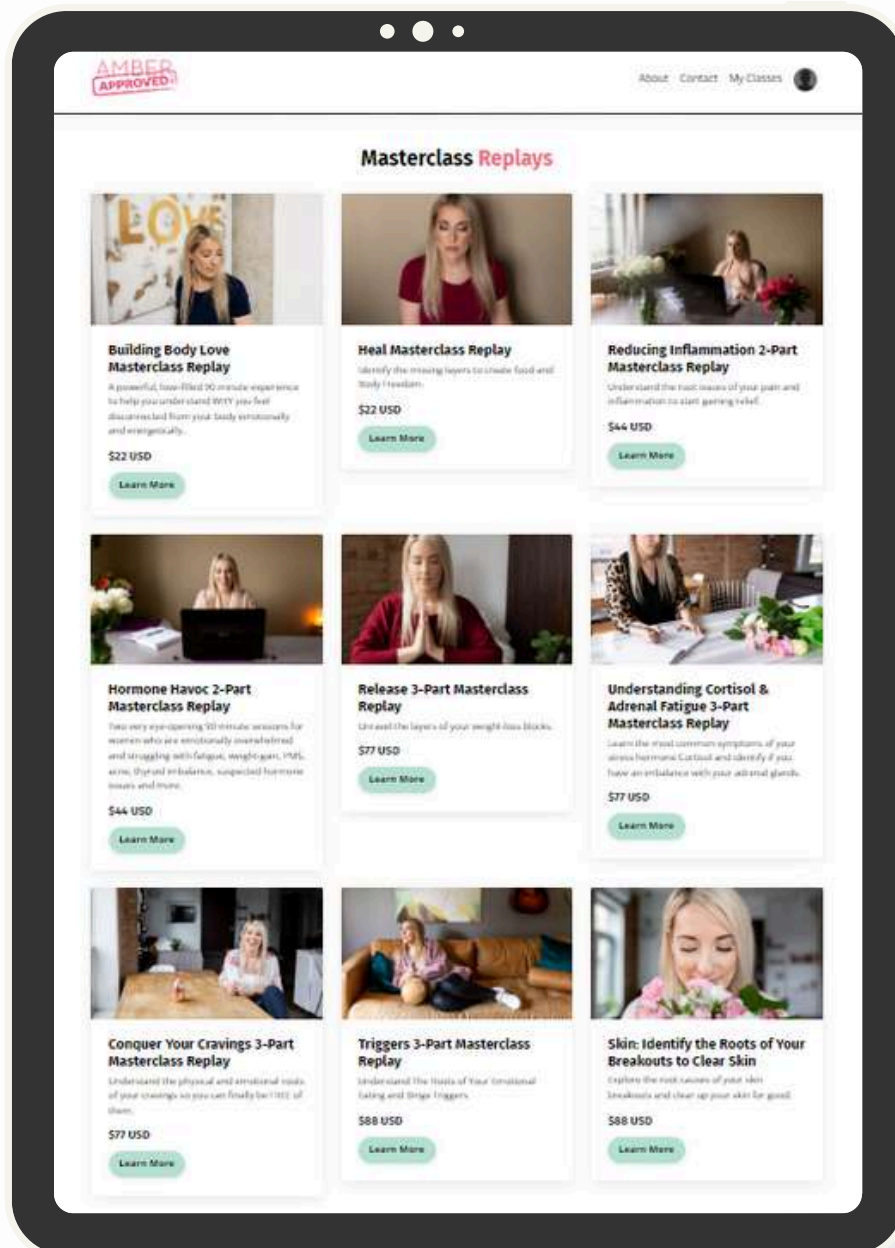
Sound familiar?

You may have come to realize the quick fixes aren't working...not getting the true answers and support to balance your hormones isn't working, and keeping yourself late on your priority list is exhausting.

To continue in the same cycle, getting the same results of failure feels so frustrating, doesn't it?

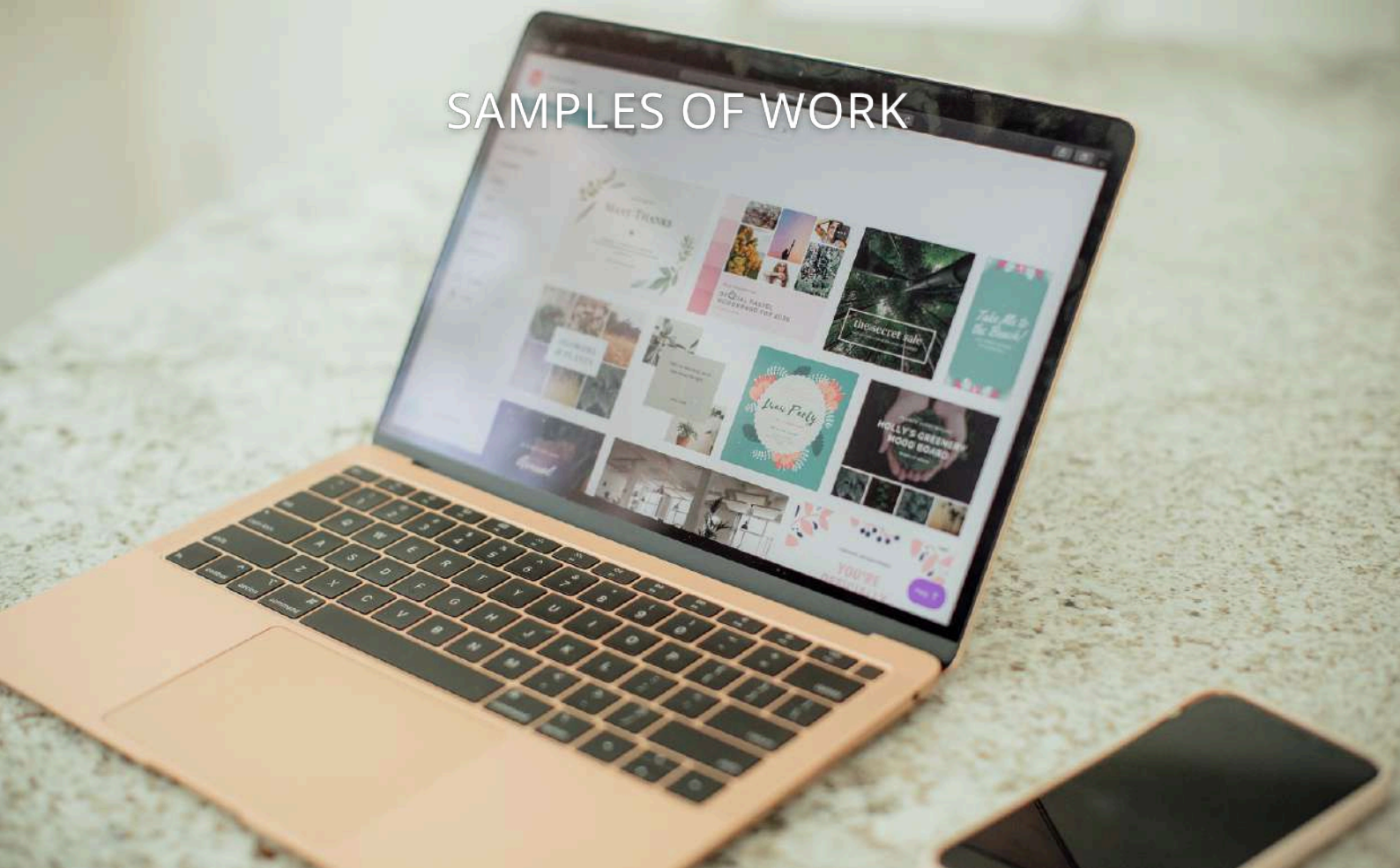
[Click here](#) to view.

KAJABI STORE



[Click here](#) to view.

SAMPLES OF WORK



Canva **DESIGNS**

I bring your ideas to life with custom graphics and videos created in Canva, from eye-catching social media visuals and dynamic reels to polished presentations, brochures, business cards, infographics, workbooks, and more. Whatever you need, I'm here to make sure your brand stands out with stunning, on-brand designs.

Ask Me Anything!

REPLY IN THE COMMENTS OR SEND ME A DIRECT MESSAGE



“Health is a state of complete harmony of the body, mind, and spirit.”
— B.K.S. Iyengar




6 HEALTHY FRUITS TO ENJOY THIS SUMMER



Avocados, Blueberries, Apples, Raspberries, Bananas, Watermelons

@sarahcloutiermd

CONVENTIONAL VS HOLISTIC MEDICINE

WHAT DOES ADDRESSING HORMONE IMBALANCES LOOK LIKE?

CONVENTIONAL	HOLISTIC
<ul style="list-style-type: none"> Hormone Replacement Therapy (HRT) Medications Surgical Intervention 	<ul style="list-style-type: none"> Nutritional / Lifestyle Interventions Herbal Supplements Mind-Body Practices

Sarah Cloutier MD



Do I need SEO for my website?

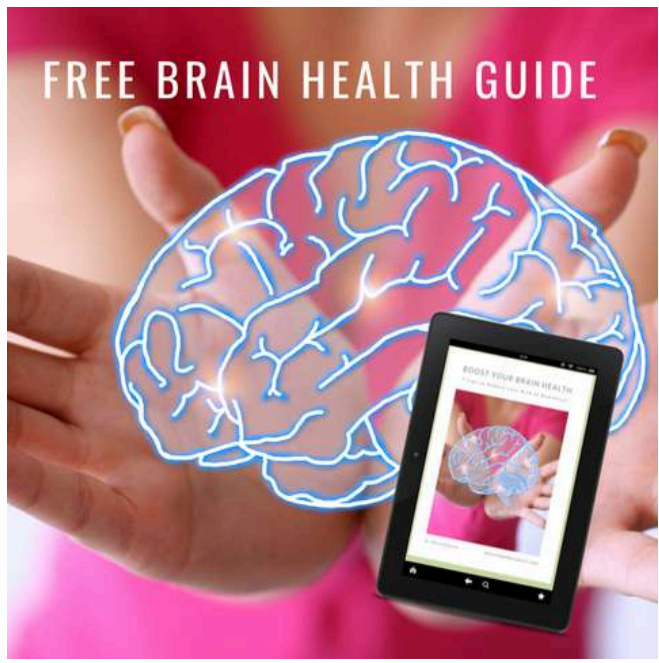
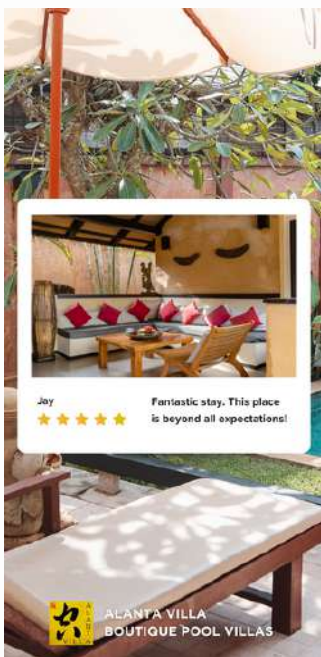
Marketing Plan

| For Your Business



BRAVE STARTS

FREE BRAIN HEALTH GUIDE

Jay ★★★★★ Fantastic stay. This place is beyond all expectations!

ALANTA VILLA BOUTIQUE POOL VILLAS

DR LAVAN'S LIFE HACKS

TAKE YOUR SHOES OFF



OPEN WEEKEND

20th & 21st July | 12-3pm



FREE BRAIN HEALTH GUIDE

DOWNLOAD NOW TO BOOST YOUR BRAIN!



Join Our Newly Commissioned Care Home

surbitonian gardens
anava COLLECTION

APPLY NOW!

SEO

£499

SEO Starter Package

9 WAYS TO REDUCE ANXIETY NATURALLY

- Exercise
- Yoga
- Meditation
- Journaling
- Nutrition
- Aromatherapy
- Herbal Remedies
- Stress Hygiene
- Stress Management

9 HERBAL TEAS TO BALANCE YOUR HORMONES

Sarah Cleather MD

'Who' is the business?

What are the values of the business that will never be compromised, and that all touch points need to be true to?

What does the outward appearance of your company look like?

- Branding
- Logo
- Tone of Voice



- IMAGINE
- EXPLORE
- LEARN
- THINK
- KNOW

CO-WORK Package

MAKE WORK A PLACE YOU WANT TO BE

ofisphere.com

I'M IN!

for the **BODY FREEDOM** Membership

With Amber Romaniuk

DR LAVAN'S LIFE HACKS

ALOE VERA

OPEN WEEKEND

20th & 21st July | 12-3pm

Join Us

Growing old is mandatory but growing up is optional.

- Carroll Bryant

MOVEMENT



WALKING

Walking is a great way to start exercising. If you have been sedentary, try walking around the house or in place 5 minutes at a time, and build up from there. If you are able, walk 15 min daily, and add 5 min per week, until you are walking 30 minutes daily. Walking a little over 9,000 steps daily reduces dementia risk by 50%!

Youtube has a variety of walking videos to do in your home. [Justin Agustin](#) has a program for those who need to start very slowly (chair exercise).

WEIGHTLIFTING

Weightlifting is a great way to maintain bone health, build muscle and burn calories. [Lift with Cee](#) is a YouTube program geared at women and men over 40.

PILATES

Pilates is great for strengthening the core, which helps to relieve back pain. It tones and stretches the muscles using resistance and your own body weight. Look for certified instructors.

DANCING

Dance has shown to reduce depression more than any other movement activity. Consider trying a dance class, Zumba or line dancing.

Alicia McKelvey, MD | [medicineforlivingct.com](#)

BOOST YOUR BRAIN

Habit Tracker

Week Of

Here is a simple weekly habit tracker to help you boost your brain health. I recommend printing out a few copies of this page and starting with 1 or 2 habits for a week or two. Then you can add more as you master those, so the changes feel do-able and sustainable!

HABIT & GOAL	M	T	W	T	F	S	S
WALK: 30mins a week							
SOCIAL INTERACTION: once a day							
FRUIT & VEG: 5 1/2 cup servings daily							
PROTEIN: 30-50 mg daily							
STRESS REDUCTION: 5 minutes a day							
SLEEP: 7-8 hours per night							
MENTAL GYM: 5 minutes a day							

Your health is partly derived from your daily habits. Take time for them and you add to your longevity and vibrant health.

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PITCHING YOUR BUSINESS

BRAVE STARTS

3

OUTLINE THE PROBLEM WITH A STORY

Begin your pitch with a compelling story. It should address the problem you're solving in the marketplace. This will engage your audience right out of the gate. And, if you've done any testing, try to include actual data here.

If you can relate your story to your audience, in this case, the investor, even better. What industries have they invested in previously? What pain points do their previous entrepreneurial endeavors have?

Do some research about the investor, so you have a good sense of what they care about and can tailor your story to them.

4


YOUR SOLUTION

Share what's unique about your product and how it will solve the issue you shared in the previous slide. Keep it short, concise, and easy for the investor to explain to others. Avoid using buzzwords unless your investors are very familiar with your industry. Again, if you've done any testing beforehand, plugin results here to give your solution more credibility.



Pitching Your Business - Page 5

OWN YOUR HEALTH



SERVICES INCLUDE:

- private integrative health programs
- equine biofeedback sessions
- group journeys
- wellness retreats


Each service helps you to own your health and create the impact and life you desire!

ABOUT SARAH

Dr. Clouthier helps Canada's top professionals feel better, be sharper, have more energy and love their lives.

Starting her career in rural family medicine, she now incorporates integrative medicine to bring the best to her clients.

Sarah enjoys living in Alberta with her family and horses.



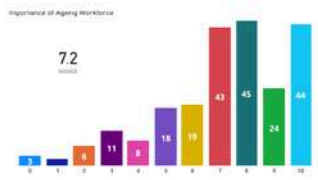
Book your 20-minute Complimentary Discovery Call at: [ConnectwithDrSarah.com](#)

WWW.SARACLOUTHIERMD.COM

08

Importance of Aging Workforce

72 percent




Organization Type	Percentage
1	3
2	4
3	6
4	11
5	8
6	16
7	19
8	43
9	45
10	24
11	44

The disconnect comes when we see how strategically prepared employers are in accommodating the challenges of an ageing workforce. Respondents were not as strategically prepared as they need to be 43 out of 100 given the importance they assign to dealing with an ageing workforce. SMEs and public sector/government organisations were most prepared (43 and 44 respectively) and those least prepared were large UK based organisations and large multinationals (34 and 38 respectively). Again, whether an organisation was focused on recruiting or retaining staff did not make a significant difference to how they reported their preparations.

Strategic Preparation Level

4.3 percent



Organization Type	Percentage
1	16
2	14
3	24
4	12
5	13
6	46
7	25
8	16
9	19
10	6
11	7

Just over 60% of participants say that retaining people is the issue they are most motivated to solve compared to just under 40% who are focused on recruiting new staff. Across all types of organisations, respondents said that their main pain point was retaining existing staff rather than recruiting new staff. At a time when the country is experiencing a labour shortage in many sectors, retaining existing staff helps an organisation hold on to institutional knowledge and experience, and mitigates the need to compete for scarce market resources. Economically, it makes sense. Research by Ager and Herwig estimates that the marginal replacement cost of workers in Germany is between EUR65,000 and EUR84,000 or between 2.3 and three times the annual salary of the incumbent.

Our Products

- Solar Water Heating
- Garden & Street Lighting
- Off Grid & Grid Tied Solar Systems
- Power Back Up
- Solar Water Pumps
- Wind Turbines
- Solar Batteries
- Solar LED Lights
- Solar Refrigeration
- Solar Powered Lanterns



7 Tips to Reduce The Risk of Dementia

1 WALK!

Walking 30 minutes, or more, five days per week, can significantly reduce your risk of dementia. You can even break it up into 10 to 15 minute sessions. The Journal of the American Medical Association (JAMA) published an article in 2023 showing the reduction of 10% when someone walks 9000 steps a day and 25% reduction in risk walking 18000 steps daily.

2 STAY CONNECTED.

Social isolation is as deadly as smoking one pack of cigarettes a day! Spending time with friends, neighbors and family helps to reduce risk of dementia.

3 YOU ARE WHAT YOU EAT!

Eating fruits and vegetables is important to brain health. Ideally, we should try for at least five quarter cup servings daily. These about getting 5 servings may seem hard, so here is the strategy. One fruit, one vegetable, one nut like as an a sandwich, and adding 2-3 vegetables with dinner will meet this goal. Also eat the rainbow - different colored fruits and vegetables have different vitamins and minerals.

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A BETTER NIGHT

THE ULTIMATE WOMEN'S GUIDE TO DEEP, RESTFUL SLEEP!



DR. SARAH CLOUTHIER

ALL-IN-ONE LED WALL & STREET LIGHTS

- Auto on/off function
- Simple installation
- Zero maintenance costs
- No cables required

LED Products Include:

- ▶ LED Tubes
- ▶ LED Flood Lights
- ▶ LED Bulbs
- ▶ LED Street Lights

Zero Electricity Bills

Light-emitting diode (LED) products are made from semi-conductors that are assembled into lamps (or light bulbs) for use in lighting fixtures. LED lamps offer comparatively long life compared to incandescent lamps and some fluorescent.

Thai Solar Power is committed to providing our customers with outstanding service and the highest quality products in LED lighting.



Our Company History

Thai Solar Power is among the best solar providers in South East Asia and has been in operation and incorporated since early 2020.

We provide unique and tailor-made alternative power solutions for individuals, commercial, homes, businesses, schools, nonprofits and government organizations in terms of solar and wind powered equipment, hot water systems as well as power backup systems.



Our Approach

Our approach is to install systems to the highest engineering standards while making the switch suitable for our customers.

We've revolutionized the way energy is delivered by giving customers a cleaner more affordable alternative to their monthly utility bill.



SAFE **clean**
RENEWABLE
energy



A MULTIGENERATIONAL
WORKFORCE: MAPPING
THE WAY FORWARD

A collaboration between
Brave Starts and ProAge



Project **SAMPLES**

Explore My Creative and Tech Expertise Through These Project Highlights

Dive into a showcase of my diverse skill set, where creativity meets technology. From designing engaging opt-in pages and compelling email series to crafting persuasive sales pages for online programs, I've got you covered. I've also built and maintained captivating websites for boutique pool villas, handling everything from initial design to ongoing updates. My expertise extends to dynamic social media marketing and crafting informative email newsletters, ensuring your brand stands out and stays connected.

A BETTER NIGHT: FREE SLEEP GUIDE

for Dr. Sarah Clouthier | Integrative Medical Practitioner



Created the Free Sleep Guide (in Canva)

Created the opt in page and email series (in Mailchimp)



Approximately one in four people experience sleep difficulties.

This can affect everything from mood and physical health, to how you show up at home, in relationships and at work.

In this guide you'll discover:

- ✓ 3 main sleep challenges and what might be the underlying cause of yours
- ✓ Sleep do's and don'ts to improve the quality of your sleep, starting tonight!
- ✓ When to seek medical attention for sleep challenges as they may be a sign of bigger issues in the body



Created social media images to promote the guide (in Canva)

BODY FREEDOM UNLEASHED: GROUP PROGRAM

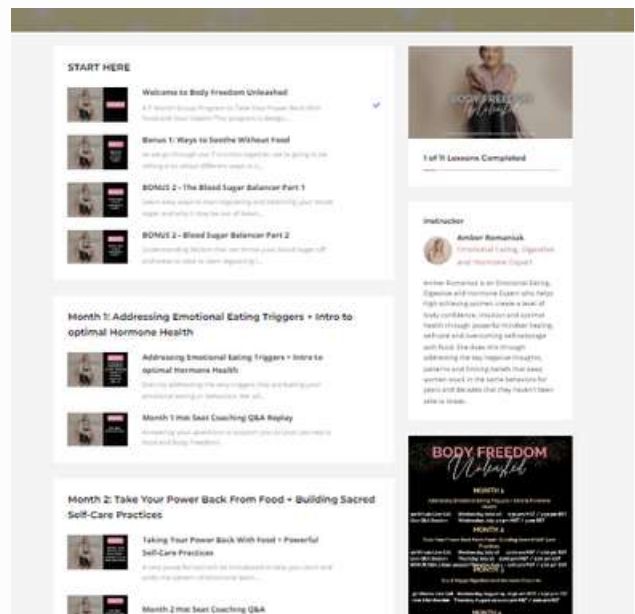
for Amber Romaniuk | Emotional Eating, Digestive & Hormone Expert



Created the sales, checkout & thank you pages (in Kajabi)



Created the course (in Kajabi)



Created the email series (in Kajabi)

Hi Nikki,

It was a pleasure to host you all for our third live 90 minute session, where we explored building calm digestion.

The replay is now available for you to watch, you can click below to access it!

[Watch the replay!](#)

Mark your calendars for our Q&A live coaching session next Thursday August 22nd

WEBSITE DESIGN, SOCIAL MEDIA & EMAIL MARKETING

for Alanta Villa | Boutique Pool Villas



Created the website (in Wix)

Stay Longer & Save More

Enjoy a relaxing break at Alanta Villa and save money with our latest promotions...

STAY LONGER & Save More

Enjoy a 20% discount when you stay for a minimum of 2 or 3 nights.

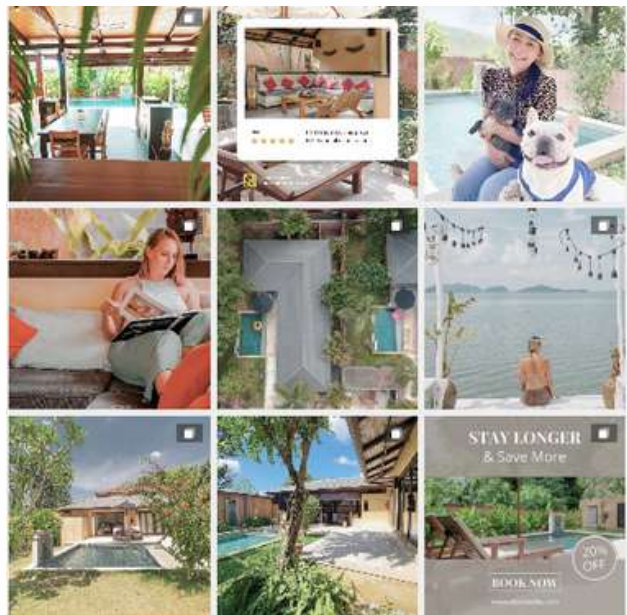
Package includes:

- Priority early check-in or late check-out
- Welcome drinks
- Free daily massage
- Free transfer from the hotel to your villa or vice versa

20% OFF

BOOK NOW

Provide ongoing social media management (Facebook & Instagram)



Promotion #2: Honeymoon Package

Celebrate love and create cherished memories with our enchanting Honeymoon Package. Indulge yourself in romance and luxury with a 10% discount on a minimum 4-night stay. Enjoy complimentary daily tropical fruits, a romantic Thai dinner in your villa, a bottle of wine, and relax with a rejuvenating 60-minute Thai massage. Flexible check-in and check-out times are also available.



Promotion #3: A Perfect Staycation

Treat yourself and your furry companions to a well-deserved retreat with our Perfect Staycation package. Enjoy a seamless getaway with no extra cost for your four-legged friends when you stay for a minimum of 2 nights. Enjoy complimentary tropical fruits, benefit from early check-in and late check-out, and experience the ultimate relaxation with no size or quantity limits on pets.

Create regular email newsletters (in Wix)

TESTIMONIALS



"Nikki is wonderful to work with. She's efficient, dependable and has a keen eye for detail and quality."

Paula Onysko
Soulful Money & Business Coach



"Nikki has been a great asset in helping me to look after the day-to-day running of several social media campaigns, and has created some great content."

Samantha McCulloch
SEO Consultant



"Nikki is a real asset to my business. Her knowledge and skills are beyond my expectations."

Lucy Standing
Social Entrepreneur

Flexible Virtual Assistant Packages Tailored to Your Needs



Flexible Retainer Packages

I offer monthly retainer packages at \$30/hr, ensuring consistent support for your projects. Unused hours carry over to the next month, but only for one additional month. If you need extra time, additional hours can be purchased at the same rate. Retainer packages provide the consistency and peace of mind you need, knowing that your business tasks are in capable hands.

Customised Packages: I offer tailored packages for tasks like social media management, course setup, email marketing, and sales funnel creation. We'll agree on tasks and a package price—no hourly billing needed.

Hourly Rate: For short term, pay-as-you-go clients, my services are available at \$35/hr.

Subcontracting: I collaborate with other freelancers, including VAs and Project Managers, at a discounted subcontracting rate. Contact me for details.

WORK WITH ME



Whether you need help with creative tasks, tech setup, or general admin, I'm here to assist with short-term projects, ongoing retainer packages, or hourly services.

To get started, please fill out this [**contact form**](#) to share more about your business and how I can support you.

Prefer a direct approach? Email me at islandvirtualassistant@gmail.com.

www.islandva.com
