

# ISLAND VA



## Virtual Assistant Services

# Portfolio

[www.islandva.com](http://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



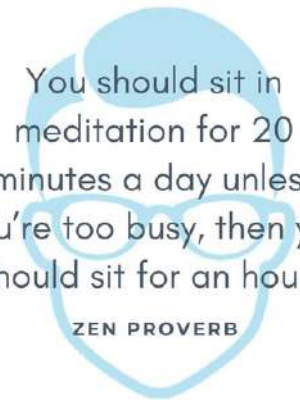
### Did You Know?



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



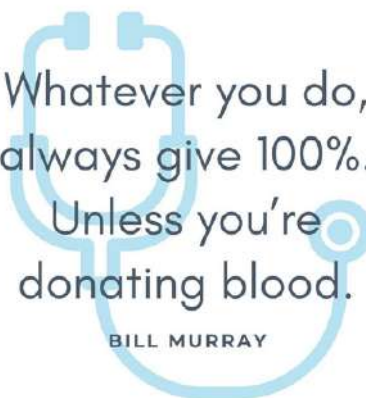
### Did You Know?



Exercise boosts brain performance.

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

BILL MURRAY



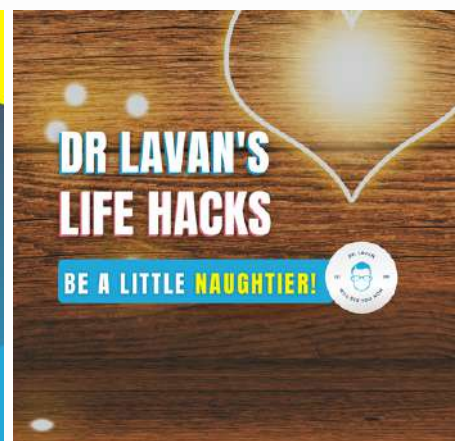
### BRAINTEASER

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



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



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



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

– Clint Eastwood



**RECRUITING  
Catering  
Assistant**



**APPLY  
NOW!**





## 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](http://www.anavogroup.com)  
[recruitment@anavogroup.com](mailto: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

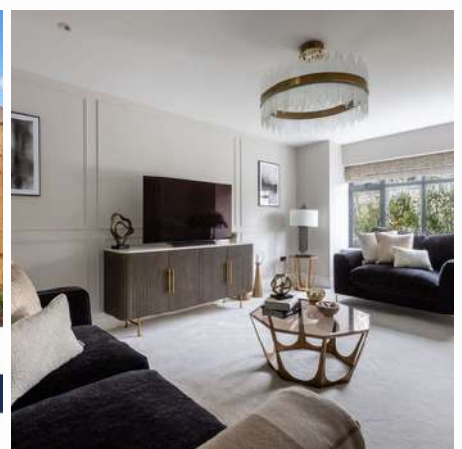
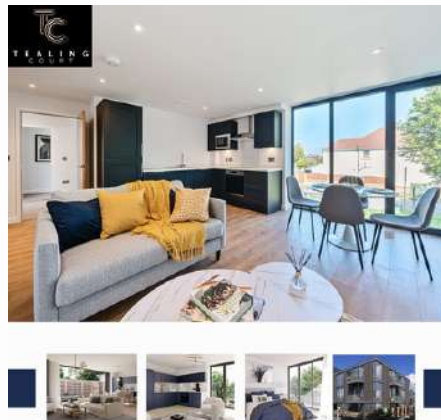




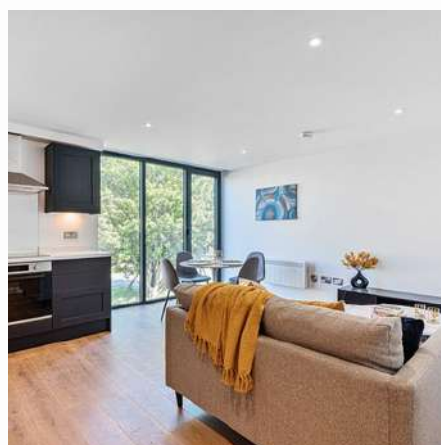


## EASTONS ESTATE AGENTS

An independent Estate Agent servicing Epsom & surrounding areas



An exceptional 4 bedroom semi-detached family home in Tadworth







## SMARTBAGS

Specialist wholesale suppliers of custom-printed Promotional Bags



[www.smartbags.co.uk](http://www.smartbags.co.uk)



### 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 +

[www.smartbags.co.uk](http://www.smartbags.co.uk)



BRANDED TOTE BAGS



### NYLON Vest Style Pouch Bag



[WWW.SMARTBAGS.CO.UK](http://WWW.SMARTBAGS.CO.UK)



MEET US AT THE  
**GARDEN  
CENTRE  
EXPO**

#GardenCentreExpo2024



[www.smartbags.co.uk](http://www.smartbags.co.uk)



BAG YOUR BRAND WITH  
SMARTBAGS FOR  
FLEXIBLE PAYMENT  
OPTIONS

[www.smartbags.co.uk](http://www.smartbags.co.uk)





## ALANTA VILLA

Boutique serviced pool villas on Koh Lanta, Thailand.

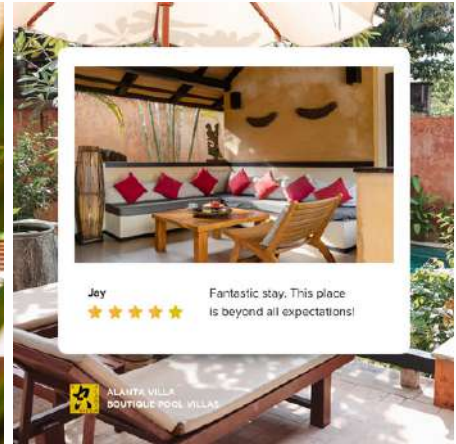
STAY LONGER  
& Save More



20%  
OFF

BOOK NOW

[www.alantavilla.com](http://www.alantavilla.com)



Jey



Fantastic stay. This place  
is beyond all expectations!



ALANTA VILLA  
BOUTIQUE POOL VILLAS



Triston



The most amazing service  
and accommodation.  
Absolutely legendary!

[WWW.ALANTAVILLA.COM](http://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**

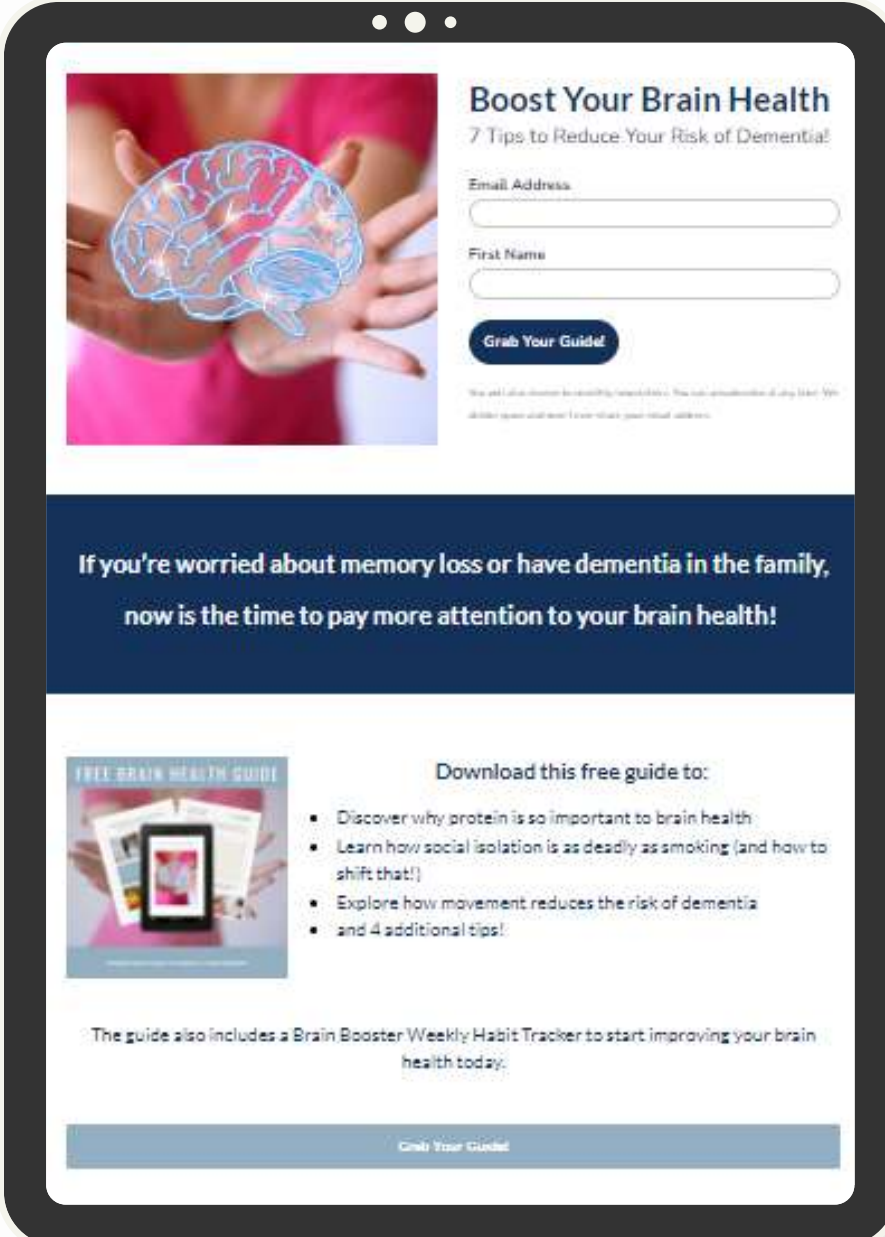
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I design high-converting landing pages that capture attention and drive action—whether it's opt-ins, checkout pages, or full sales funnels. With expertise across platforms like Kajabi, Mailchimp, Leadpages, Wix, and Clickfunnels, I ensure your landing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



# OPT-IN PAGE FOR A FREE GUIDE

(Made in Mailchimp)



The image shows a tablet displaying an opt-in page for a free guide. The page is divided into three main sections. The top section features a large image of a person's hands holding a glowing blue brain. To the right of the image, the title 'Boost Your Brain Health' is displayed in a bold, dark blue font, followed by the subtitle '7 Tips to Reduce Your Risk of Dementia!'. Below the subtitle are two input fields: 'Email Address' and 'First Name'. A dark blue button with the text 'Grab Your Guide!' is positioned below the input fields. A small disclaimer at the bottom of this section reads: 'We will never share your email address with anyone else. You can unsubscribe at any time. We will never spam you with email. I agree to share my email address.' The middle section has a dark blue background with white text that reads: '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!'. The bottom section features a small image of the 'FREE BRAIN HEALTH GUIDE' on the left. To the right of the image, the text 'Download this free guide to:' is followed by a bulleted list of four points: '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, a line of text states: 'The guide also includes a Brain Booster Weekly Habit Tracker to start improving your brain health today.' At the bottom of this section is a light blue button with the text '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 with anyone else. You can unsubscribe at any time. We will never spam you with email. I agree to share my 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)



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

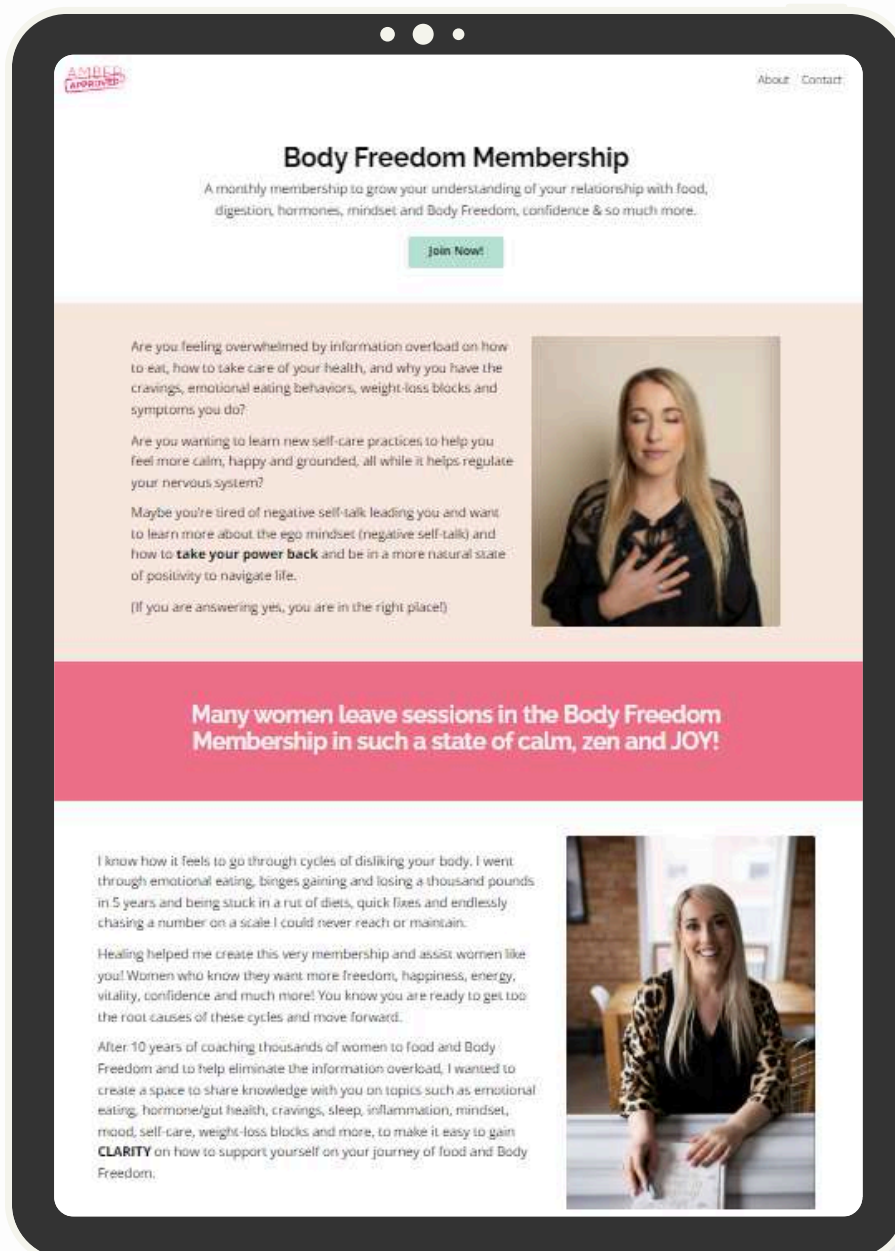
**Here's to a Better Night that has you waking up energized and empowered.**

[DOWNLOAD YOUR FREE SLEEP GUIDE](#)

[Click here](#) to view.

# SALES PAGE FOR A MEMBERSHIP

(Made in Kajabi)

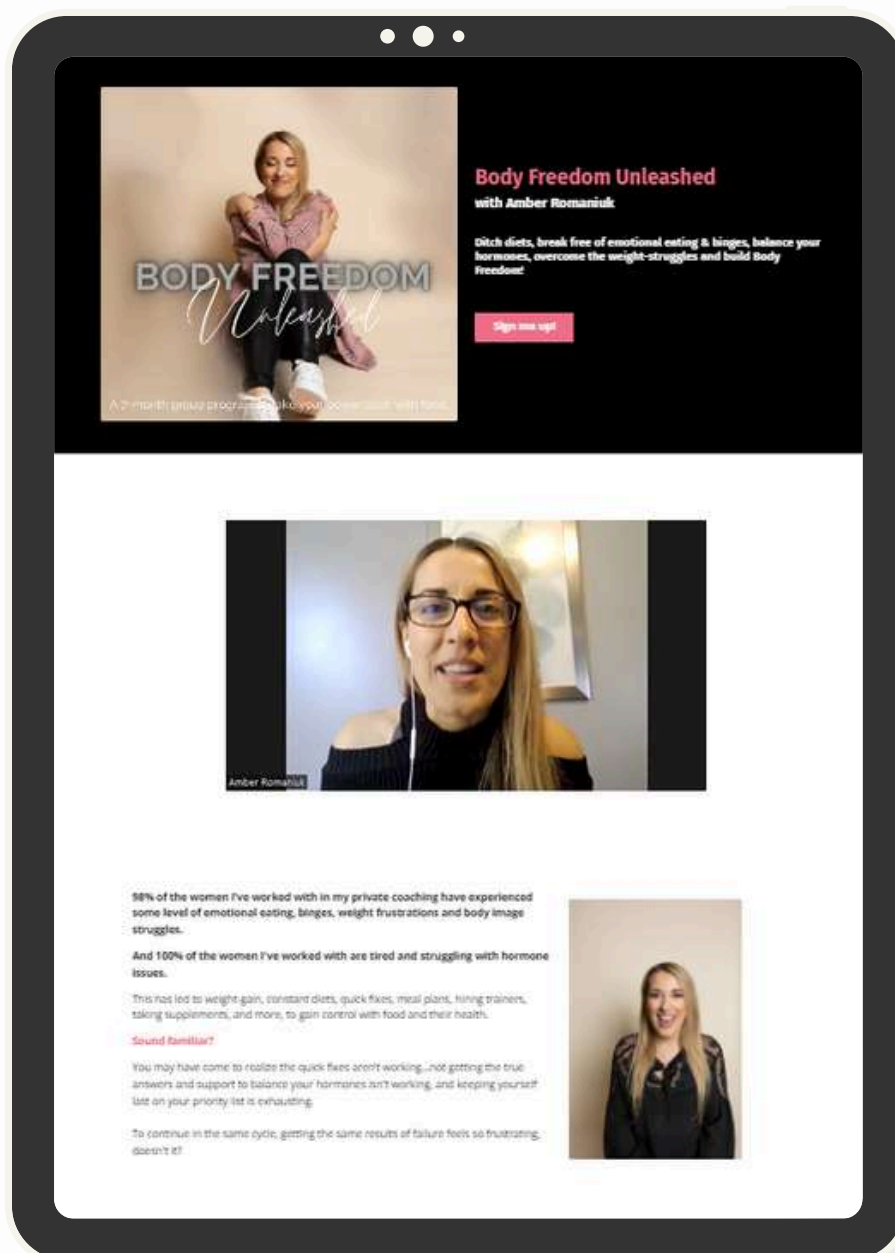


[Click here](#) to view.



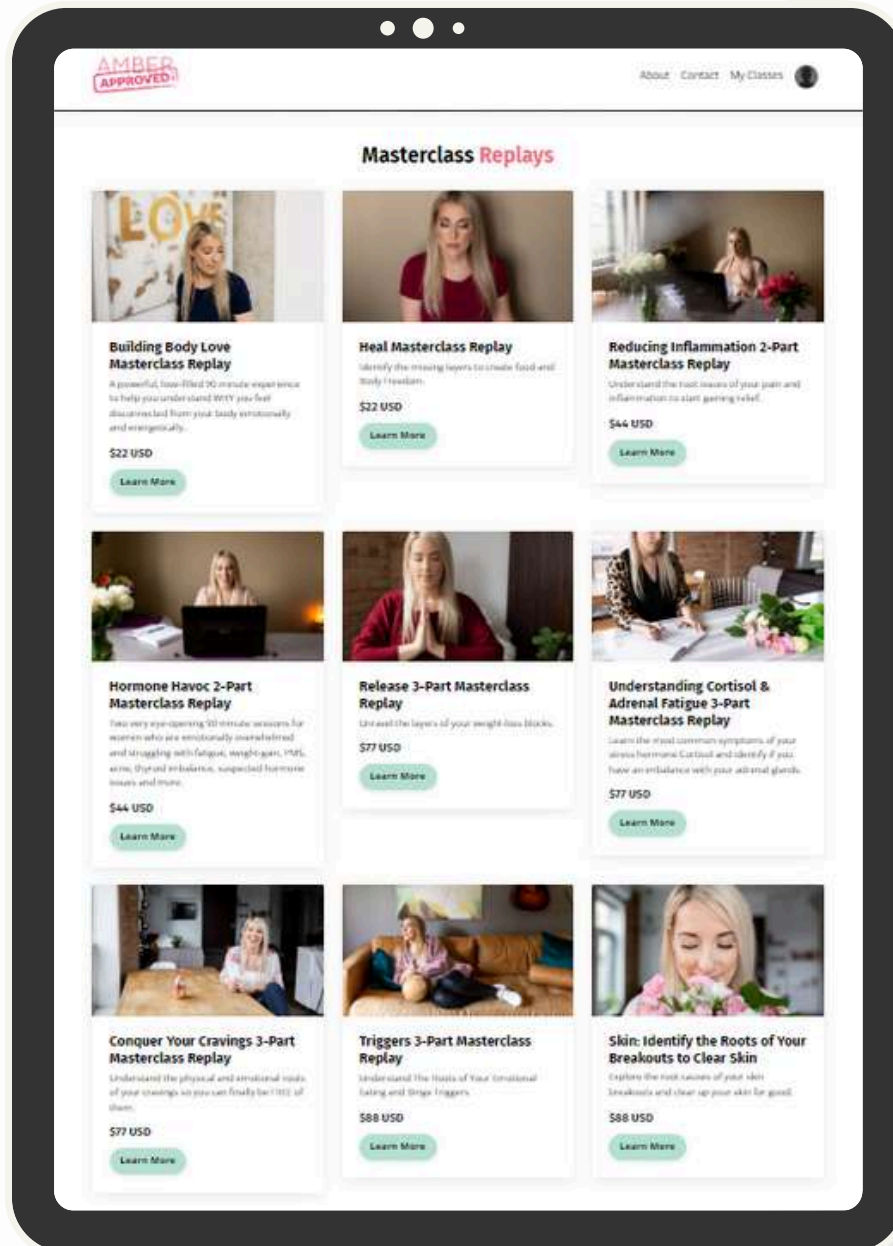
# SALES PAGE FOR A GROUP PROGRAM

(Made in Kajabi)



[Click here](#) to view.

# KAJABI STORE



[Click here](#) to view.

"Nikki, you are the Kajabi Master! Helping upload programs, set up masterclasses, sales pages, checkout pages, newsletters, and creating graphics as well. Your help has opened up time for me to create more content and courses, as well as keep everything very organized and to the highest satisfaction for my clients in the programs hosted. You are incredible and I'm so grateful for the work you do."

**Amber Romaniuk - Amber Approved Inc.**

A photograph of a gold-colored laptop on a light-colored, textured surface. The laptop screen displays the Canva website's dashboard, which features a grid of various design templates including social media posts, brochures, and business cards. A smartphone is partially visible to the right of the laptop.

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

*Rachna Chaturvedi*



### 6 HEALTHY FRUITS TO ENJOY THIS SUMMER



Avocados Blueberries Apples  
Raspberries Bananas Watermelons

@sarahc3dframed

### CONVENTIONAL VS HOLISTIC MEDICINE

WHAT DOES ADDRESSING HORMONE IMBALANCES LOOK LIKE?

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

Sarah Coudrier, MD



Do I need **SEO** for my website?


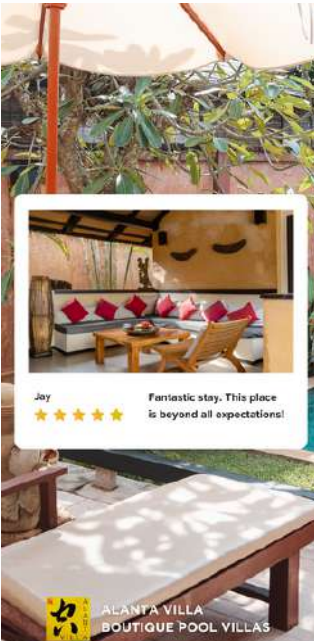
# Marketing Plan

| For Your Business

**Brave Starts**



## FREE BRAIN HEALTH GUIDE

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

**JALANTA VILLA BOUTIQUE POOL VILLAS**

## DR LAVAN'S LIFE HACKS

TAKE YOUR SHOES OFF




Join Us

## OPEN WEEKEND

20th & 21st July | 12-3pm

## FREE BRAIN HEALTH GUIDE



DOWNLOAD HOW 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
- Acupuncture
- Herbal Remedies
- Sleep Hygiene
- Stress Management

**9 HERBAL TEAS TO BALANCE YOUR HORMONES**

- Black Cohosh
- Chasteberry
- Claytonia
- Cramp Tree
- Evening Primrose
- Flaxseed
- Ginger
- Grassroots
- Red Clover

Sarah Cleather MD

**TEALING**

What does the outward appearance of your company look like?

- Branding
- Logo
- Tone of Voice

**'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

Illustration of a smartphone with a colorful app interface.

**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 Romanluk

**DR LAVAN'S LIFE HACKS**

**ALOE VERA**

**OPEN WEEKEND**

20th & 21st July | 12-3pm

Growing old is mandatory but growing up is optional.

- Carroll Bryant

**anavagroup**



**GRANT LIVING**  
**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: 30 mins 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 CYN: 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.

MEDICINEFORLIVINGCT.COM | © 2024 MEDICINE FOR LIVING

# 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.

**Brave Starts**

## 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.SARAHCLOUTIERMD.COM](#)

**08**

### Importance of Aging Workforce

72 million

Year	Importance
2010	3
2011	4
2012	6
2013	11
2014	8
2015	18
2016	19
2017	43
2018	45
2019	34
2020	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 (4.3 out of ten) given the importance they assign to dealing with an ageing workforce.

SMEs and public sector/government organisations were most prepared (4.8 and 4.4 respectively) and those least prepared were large UK based organisations and large multinationals (3.4 and 3.8 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

Year	Preparation Level
2010	3.6
2011	3.4
2012	3.6
2013	3.4
2014	3.2
2015	3.1
2016	4.6
2017	3.9
2018	3.8
2019	3.9
2020	3.6
2021	3.4

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. As 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 Jäger and Henning estimates that the marginal replacement cost of workers in Germany is between EUR5,000 and EUR65,000 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



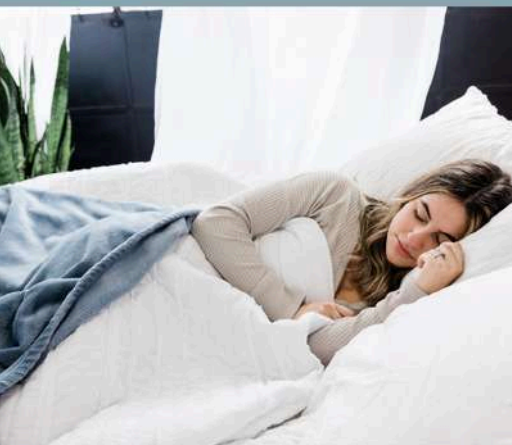
## 7 Tips to Reduce The Risk of Dementia



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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.

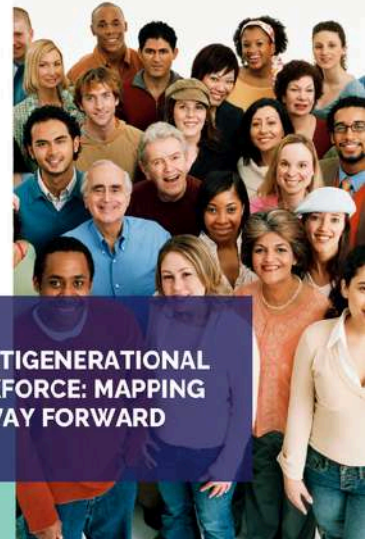
We provide unique and tailor-made alternative power solutions for individuals, commercial, homes, businesses, schools, nonprofits and government organizations in terms of solar and wind powered equipment, hot water systems as well as power backup systems.



## 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.



## 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

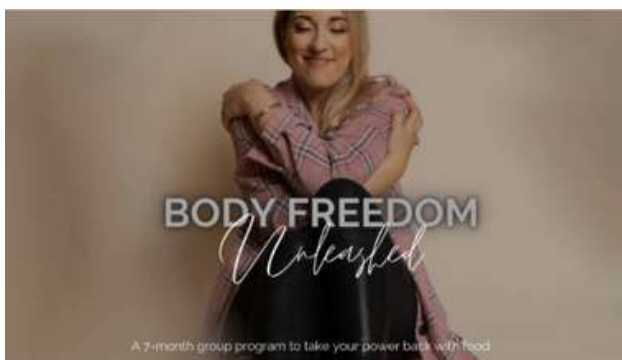
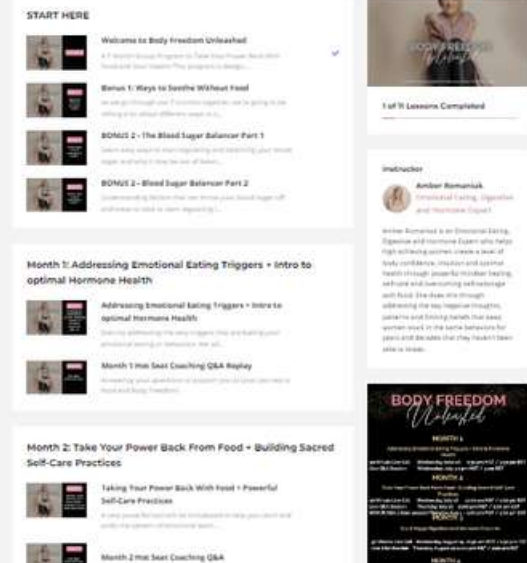
for Amber Romaniuk | Emotional Eating, Digestive & Hormone Expert



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



Created the course (in Kajabi)



Created the email series (in Kajabi)

Hi Nikko,

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

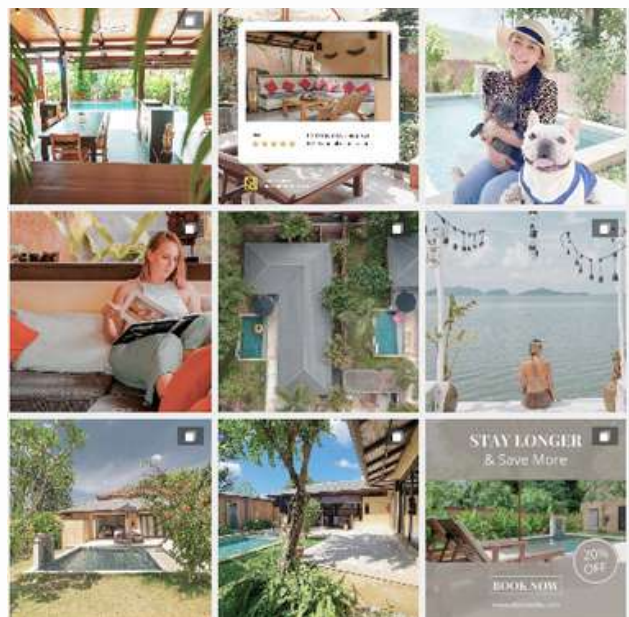
# WEBSITE DESIGN, SOCIAL MEDIA & EMAIL MARKETING

## for Alanta Villa | Boutique Pool Villas



Created the website  
(in Wix)

Provide ongoing  
social media  
management  
(Facebook &  
Instagram)



### Promotion #2: Honeymoon Package

Celebrate love and create cherished memories with our enchanting Honeymoon Package. Immerse yourself in romance and luxury with a 10% discount on a minimum 4-night stay. Savor 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. Relish 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***



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I offer a variety of flexible options to support solopreneurs and small businesses, including:

- Monthly retainer packages
- Social media packages
- Hourly pay-as-you-go
- Subcontracting

[Click here](https://www.islandva.com) for more 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](mailto:islandvirtualassistant@gmail.com).

[www.islandva.com](http://www.islandva.com)

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