

# Leadership Coach & Podcast Host

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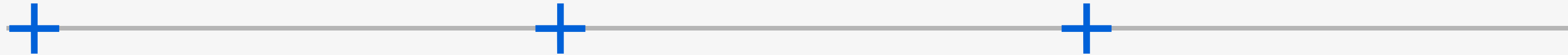
CASE STUDY



# Challenges



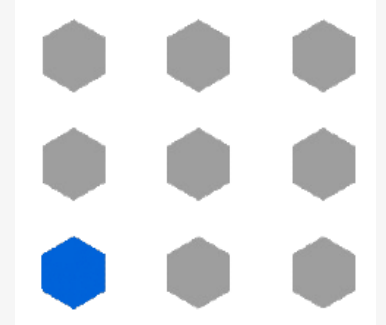
They need someone who can



Manage emails, podcast invitations and guest requests

Create social media variations from blogs

Create graphic design and manage the calendar



# Solution



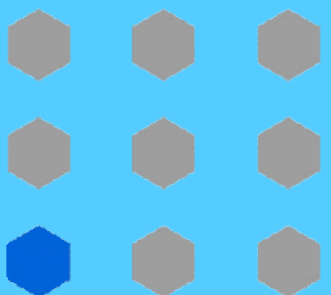
## What we did



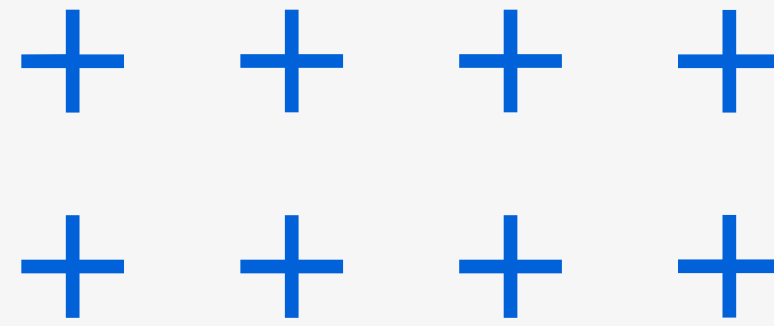
Wrote 5 variations to post for social media from each blog

Wrote emails and improved copywriting for PodBooker message appointments

Researched and created a speaker onesheet for Kirby using Canva



# Results



- 25 pending PodBooker backlogs were cleared
- Cleared all pending social media variations within a month
- Speaker Onesheet is now available for the client to use anytime
- Client doesn't have to learn different tools and apps because the VA was able to do it

