



THE VIRTUAL HAILEY GROUP | COMPANY OVERVIEW

The Virtual Hailey Group is a leading provider of virtual assistant services, dedicated to supporting businesses and professionals with their administrative, operational, and organizational needs. With a team of highly skilled virtual assistants, we offer a comprehensive range of services to streamline workflows, enhance productivity, and optimize business operations.

Executive Assistant Services

- Calendar and Email Management
- Meeting and Event Coordination
- Document Preparation and Management
- Project Coordination and Support
- Research and Analysis
- Confidentiality and Discretion

Online Business Management

- Social Media Marketing
- Email Marketing Management
- Website Development and Optimization
- Customer Relationship Management

Business Coaching

- Strategic Planning and Goal Setting
- Maryland Resident Agent Services
- Business Growth Strategies
- Virtual Assistant Coaching



Virtual Hailey Group Differentiators

- **Holistic Approach:** We take a holistic approach to online business success, addressing every aspect from strategic planning and digital marketing to technology implementation and operational optimization.
- **Tailored Solutions:** Our solutions are meticulously tailored to meet the specific needs and goals of each client, ensuring maximum impact and ROI.
- **Results-Driven:** Our focus is on delivering tangible results and measurable outcomes, leveraging data-driven insights to maximize performance and efficiency.

3 BRANCHES OF OPERATIONS



**Executive
Assistant Services**



**Online Business
Management**



**Business
Coaching**

INDUSTRIES

Nonprofit Organizations

Our comprehensive services encompass fundraising strategies, volunteer management, program development, and organizational capacity building.

New Entrepreneurs

From business planning to market entry strategies, we empower new entrepreneurs to turn their visions into reality.

Travel Agencies

From digital marketing strategies to customer relationship management, we provide the tools and expertise travel agencies need to thrive in an ever-evolving market.

Chambers of Commerce

From strategic planning to event management, we provide the expertise and support chambers need to thrive in today's dynamic business landscape.

DUNS Numbers 076767521

NAIC Codes

- 561110, Office Administrative Services
- 541611, Administrative Management & General Management Consulting Services
- 561320, Temporary Help Services

KEY PAST/CURRENT CLIENTS



**Forward Women's
Leadership Forum**



**Baltimore City
Chamber of Commerce**



Human Advantage
Learn. Grow. Succeed.



**Continuum
Solutions
LLC**
Optimize well-being



AXIOM



IMPAK
EVENTS & TRAVEL



**Simply
TRAVEL**

KEY CONTACTS

Nadine Hailey
Founder
nadine@thevirtualhaileygroup.com

Vernetta Gholson
Director of Operations
office@thevirtualhaileygroup.com

**6120 Baltimore National Pike
Suite 200C
Catonsville, MD 21228
www.thevirtualhaileygroup.com
667-336-9680**

