

COURTNEY DYKE-ELLIOTT

REGISTERED KINESIOLOGIST

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OBJECTIVE

Detail-oriented and diligent Registered Kinesiologist with a passion for sports, health and fitness. Aiming to help empower clients to gain strength and functionality through weight training and injury rehabilitation.

KEY SKILLS

- Ability to work effectively independently and in a team environment
- Ability to prioritize time and function efficiently in a fast-paced environment
- Ability to take initiative to solve problems
- Excellent listening, comprehension and communication skills.
- Ability to analyse client issues and implement appropriate solutions.

CERTIFICATIONS

- Registered Kinesiologist
- First Responder Health Provider
- Myofascial Release
- Soft Tissue Release

EXPERIENCE & TRAINING

Founder & Head Kinesiologist/Trainer – Island Gyal Fitness Training/ REVIVE Wellness Consulting – August 2020 - present

- Acquire and convert new client leads and sales
- Build long-term relationships with clients, deliver consultations on services based on customer needs
- Strategize and execute all marketing content and campaigns via social media
- Build, manage, and operate an online personal training and fitness consulting business providing training and injury rehab services to individuals and business clients, including in-person, virtual and small group training sessions, accountability coaching and online fitness consulting and programming.
- Manage, hire, and coordinate a team of freelance trainers to deliver training services to customers, in home and virtually.
- Provided business consulting services to businesses within the Greater Toronto Area, which included analyzing employee needs and providing recommendations to improve employee wellness, satisfaction and morale.

Physiotherapy Assistant/Kinesiologist & Personal Trainer – Xtreme Couture Toronto

October 2021 - present

- Formulate and administer rehab treatment plans to clients based on physiotherapy assessments.
- Liaise physiotherapist about client progress
- Prepare SOAP notes for all clients documenting daily assessments, treatment and progression.
- Provide personal training services for clients including post-partum, elderly and novice persons as well as athletes.

Student Athletic Therapist – Women’s Softball, Western Varsity Sports, Western University, London ON, Aug 2018 – Apr 2019

- Provided first response health-care services to all athletes on the team
- Attended all practices and games (home and away)
- Provided pre- and post-game care to the athletes, e.g. taping, massage, icing, stretching
- Provided therapy for acute injuries during practice and in game setting
- Accompanied athletes to physiotherapy appointments and assisted physiotherapist with diagnosis and treatment until return to play
- Administered treatment to injured athletes, such as ultrasound, muscle stimulation, Game Ready, soft tissue release, strengthening exercises, under the supervision and recommendation of physiotherapist
- Held the final responsibility for clearing athletes for play after injury.

Physiotherapy Volunteer, Fowler Kennedy Sports Medicine Clinic, London, ON, Sept 2017 – Apr 2019

- Observed and assisted physiotherapists with administering treatments such as hot packs, ultrasound therapy, muscle stimulation and Game Ready
- Ensured that the treatment area of the clinic and all equipment needed by physiotherapists were clean, organized and ready for use

Fitness Centre Intern, Balance Fitness, Toronto, ON, Jul 2017 – Sept 2017

- Shadowed and assisted the personal trainers and coaches
- Ensured that reception and gym/studio areas were organized, tidy and prepared for efficient use
- Assisted administrators with clerical work such as filing and compiling invoices and client records as needed.

OTHER EXPERIENCE

Office Assistant/Data Entry Clerk – Raj Grocers Inc

- Operating Quick books software to input orders, issue invoices, generate accounting reports, deposit payments, adjust inventory.
- Liaised with vendors and managing purchasing for multiple accounts.
- Generated and issued promotional material for vendors and customers
- Oversaw shipping and billing for large international and regional orders.
- Executed day-to-day correspondence with customers and vendors via email, organized files and completed general clerical functions.
- Trained all new office hires for accounting and clerical functions.

President – Caribbean Students’ Organization, The University of Western Ontario, London, ON, Sept 2018 – present

- Oversaw the operation of all events held by the club.
- Planned and executed the annual Culture Show Weekend consisting of a two-hour, multi-act Culture Show valued at \$13,000, a nightclub-based after party attended by 400 patrons and a fully catered brunch event
- Chaired all executive team meetings and delegated tasks as necessary.
- Liaised with the University Students’ Council to procure approval and assistance for all club events.
- Held the signing authority for all financial transactions made by the club
- Held the final say on all club events, purchases, promotional material, charity donations and sponsorship opportunities.

Store Associate – Home Sense, Hyde Park Branch, London, ON

Oct 2018- present

- Interacted with customers on the sales floor and at point of sale.
- Processed and prepared merchandise for sales floor and maintained organization on the sales floor and warehouse.

EDUCATION

Honors Bachelor of Arts in Kinesiology, The University of Western Ontario, London, ON, 2015-Present

Modular GPA: 3.3

Relevant completed courses: Athletic Injuries, Exercise Physiology, Fitness Appraisal, Anatomy, Exercise Nutrition, Biomechanics, Sport Marketing

Clubs & Organizations: Exercise is Medicine, Caribbean Students Organization

Associate of Natural Science, Sir Arthur Lewis Community College, Castries, St. Lucia, 2013-2015

Caribbean Advanced Proficiency Examinations:

- Grade I: Biology
- Grade II: Physics, Communication Studies, Caribbean Studies

(Note: Qualification equivalent to British Cambridge International A Levels, marking scheme: Grade I (highest) to Grade V (lowest))

Secondary School Diploma in Pure Science, St. Joseph’s Convent Secondary School, Castries, St. Lucia, 2008-2013

Caribbean Secondary Education Certificate:

- Grade I: Biology, Chemistry, English A, French, Geography, Information Technology, Mathematics, Physics, Spanish, Physical Education
- Highest Ranking Grade in Physical Education in the Caribbean region

(Note: Qualification equivalent to British General Certificate of Secondary Education (GCSE) or Canadian High School Grade 12 level, marking scheme: Grade I (highest) to Grade V (lowest))