THE AI EMPLOYEE STARTER GUIDE

5 Jobs to Hand Off This Week — So You Get Your Evenings Back

By Shantel — founder of The Agent Content Lab

From a nurse of 38 years who built her store, her daily content, and her full course classroom at night — by approving, not by clicking. Free guide. No fluff, and no income promises.

The idea in your notes app

You know the one. It has been sitting there for months.

You work your shift. You come home. You tell yourself *tonight* — and then life happens, and the idea waits another day. Not because you lack talent. Not because you lack discipline. Because starting a business the manual way means doing five jobs alone, at night, after everything else:

- **Designer** — the product does not design itself
- **Builder** — the store does not set itself up
- **Poster** — the platforms reward daily, and daily is the first thing to go when life gets loud
- **Writer** — the caption box at midnight, blinking at you
- **Teacher** — the people you serve, waiting on lessons you have no evening left to make

Every tutorial wants you to learn another app, memorize another process, watch another two-hour video. By the time the store makes sense, you are too tired to make the content. By the time the content is made, you forgot how the store worked.

The problem was never you. The problem is being forced to be the whole team.

What changed: an employee who does the clicking

A chatbot answers questions. An **AI employee** does work — builds the product page, drafts the post, writes the first version, organizes the lesson — while *you* stay the CEO.

Your job shrinks to the only decisions a person should be making:

Name. Colors. Price. Yes or no.

You approve. The system does the clicking. Nothing goes out without your yes — that is the rule in my own business, and it is the rule this guide is built on.

This is not theory, and it is not a someday plan. My store is live. My content posts daily. My classroom — 31 lessons — is built and open. All of it built this way, at night, around a real job and a real life, with me approving and an AI employee building.

The 5 jobs to hand off first

These are the WHAT — the jobs, in the order I would hand them off. Each one hands you back a specific piece of your evening.

Job 1 — Build the product

One idea becomes one real product, listed and priced, with no inventory in your house and no money spent up front.

Evening back: the "someday I'll start" loop closes. It exists.

Job 2 — Set up the one front door

One clean page that holds your product, your story, and your next step — so people stop clicking, getting lost, and leaving.

Evening back: you stop rebuilding links and pages every time you post.

Job 3 — Make the daily content

A short video every day, made for you, carrying your message — you approve it, you do not film it.

Evening back: consistency stops depending on your energy.

Job 4 — Write the words that sell the feeling

Captions and descriptions that talk about what the product *means* to the buyer, not just what it is.

Evening back: no more staring at a blank caption box at midnight.

Job 5 — Keep the classroom and community moving

Lessons organized, posts drafted, updates ready — so the people you serve feel a living room, not an empty one.

Evening back: your members are cared for on the days you cannot show up live.

Five jobs. One employee. You keep the decisions; the system keeps the schedule.

Proof this works for people like you

I taught — they did the work. Their results are theirs, and I will not promise you the same. But look at who they were when they started:

- **Mark** — a retired contractor with no tech experience. He now has **17 books published on Amazon**
- **Simone** — 53 years old, no tech, no marketing background. She now has **53+ ebooks on Etsy, with recurring sales**
- **Yvonne** — a retired nurse who sat stuck for 8 months. She **finished her first ebook** and is now an established author
- **Diana** — started an Instagram from zero. **10,000+ followers and 2.5M+ views in 10 days**
- **Vincent** — no experience at all. He **opened his Etsy store and made his first sale**

None of them started as “tech people.” They started where you are: one idea, no team, no evenings to spare.

The CEO self-check — are you ready to hand off?

Tick honestly:

[ ] I have ONE idea I keep coming back to

[ ] I know who it is for, in one sentence

[ ] I am willing to start with ONE product, not ten

[ ] I can make decisions — name, color, price — even if I hate the tech in between

[ ] I would rather approve good work than do all the work

4–5 ticks: You are ready to build, not just read. Your door is below — start tonight.

2–3 ticks: Start with Module 1 inside — it sharpens the idea first.

0–1 ticks: Start with Module 1 anyway. Clarity comes from seeing it work, not from waiting to feel ready.

Your door in: The Agent Content Lab

Everything in this guide is the map. The Lab is where you watch it happen — and then do it yourself, with me in the room.

The Lab is a mentorship membership. New members join through a **$27/month subscription on Beacons** — that paywall is what keeps the room full of serious builders. Skool itself bills nothing; Beacons handles the payment.

Joining takes about two minutes:

1. **Tap the membership button** on my Beacons store and subscribe — $27/month
2. **Your welcome flyer arrives** with your join steps
3. **Forward your receipt** as the flyer directs, then request to join the community

4. **Your classroom opens the moment you are approved** — every course, open

Then open **Module 1 — The 4 Levels of AI** — your first night inside. In it you will:

- See the four levels of AI — and where an employee sits at the top
- Hear a real build story: what got built in one night, what went wrong, and why it still worked
- Post your ONE idea — yes, the one in the notes app — and get eyes on it

Already a member? You are in — existing members keep full access, free. This door is for the builders joining now.

What membership includes

The Agent Content Lab — Membership: $27/month on Beacons

- **Access to me directly** — inside the community: teaching, answering, looking at your work. This is the benefit my members name first
- **The full AI Merch System** — every module, in order, Parts 1–3: Set Up & Build, Price & Promote, Launch & Grow
- **The Micro Drama Money bonus** — build a short series that sells
- **A live master class every week**, included in Premium
- **Every update included** — as the technology drops new tools, the course is updated, and you get the updates

$27 a month works out to about 90 cents a day — less than most of us spend without thinking on things that build nothing. This one builds you a system, and an employee who works while you rest. One shirt sale at the math I teach covers the month — that is the math, not a promise.

About 90 cents a day for a room, a system, and a mentor who looks at your work. Payment is handled by Beacons; Skool itself bills nothing, and existing members keep full access free.

Questions you might be asking

“I am not tech-savvy. At all.”

Neither were Mark, Simone, or Vincent. The system is built for approvers, not technicians — if you can make a decision and tap yes, you can run this.

“I have no time.”

That is the exact problem this solves. The employee does the clicking; your part is minutes of decisions, fitted around a real life — the same way I built mine around nursing.

“How does joining work?”

Through Beacons. You subscribe there — $27 a month — your welcome flyer brings your join steps, and your classroom opens when you are approved inside the community. Skool itself never bills you.

“I am already a member — do I have to pay?”

No. Existing members are in free, with full access. The subscription door is for new members joining now.

“Why an AI employee instead of just learning the apps?”

Because apps change every quarter and your evenings do not grow. Learn the decisions once; let the system keep up with the tools.

The choice

Half empty says “someday.” Half full says “tonight.”

Your idea has waited in that notes app long enough. Start your membership, open Module 1 tonight, and post your one idea where I can see it.

Subscribe → open Module 1 → bring your idea.

— Shantel

P.S. *Still reading? That is the CEO in you doing due diligence — good. The guide was the free look. The room itself is the membership — and the door is open.*