DGSOM New Student Organization Leadership Opportunities for 2018-2019

We have put together a document listing all the student organizations here in the David Geffen School of Medicine. The organizations and clubs have provided key information about their organizations, their organizations goals, the available positions in their organizations and clubs, and how to apply. There are numerous opportunities so please take some time to search through the information provided and if you are interested, please contact the group contact for more information.

Please keep in the mind that students must be in good academic standing and must abide by the honor code. Also, students can accept a MAXIMUM of 2 head coordinator positions or 1 head coordinator and 1 MSC leadership position. Exceptions will only be made for students who meet with their Advising Dean and have written permission to accept more than 2 leadership positions.

The page #’s are included as a guide, but I would also do CTRL + F to do a keyword search for groups of interest.

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Addiction and Recovery Student Interest Group

Organization Coordinator(s):

Cassandra DeWitt, Co-Chair Coordinator

Sam Olanrewaju, Co-Chair Coordinator

Our Mission & Goals:

Our mission is to support the health and dignity of persons and communities impacted by addiction. To promote evidence-based addiction education to medical students, physicians and other health trainees. To strive to sustain every person’s right to health and welfare. We recognize each individual’s agency to engage in their own health and contribution to public health advocacy. To promote harm reduction practices and programs that work to reduce the detrimental consequences of drug use including hepatitis B and C, HIV, addiction, and overdose.

Events, Opportunities Offered by our Organization:

Recent events organized by ARSIG have included a lunch time talk regarding addiction education and advocacy. We also had an addiction and recovery research panel where we hosted 3 researchers to discuss their work and how it relates to clinical practice. This gave students an opportunity to be updated on ongoing work and see how they can get involved. Last spring we hosted the first annual Addiction Symposium where we highlighted policy and treatment in the past, present and anticipated future. The 2nd Annual Addiction Symposium will be in February 2018.

What we are looking for in a Candidate:

We are looking for two students to fill the positions of Addiction and Recovery Student Interest Group coordinator for the 2017-2018 academic year. Ideal candidates have an interest in health equity, health policy, addiction treatment and education, strong organizational skills, and enough time in their schedule to plan lunch talks, shadowing opportunities, mixers, and other events.

Available Positions: 3

Position Titles, Roles, Expectations:

Co-Chair Coordinator (2) - Schedule interest group meetings, reserve rooms, meet with faculty mentors, and provide a shadowing orientation. Our interest group has an awesome team of support staff to help you setup meetings, take care of lunches, schedule speakers. In addition, work closely with other interest groups to hold joint events and workshops.

Addiction Symposium Chair(1) : Be in charge of coordinating a planning committee. Contacting speakers and arranging the conference. This person would have the opportunity to set the theme of the addiction symposium and bring those ideas to fruition.
Requirements for Applying or Pre-Requisites:

Communicable interest in Addiction and Recovery as it relates to any specialty in medicine.

Our Organization’s Applicant Process:

Please contact

cdewitt@mednet.ucla.edu

solanrewaju@mednet.ucla.edu

What means should applicants use to Contact Us with Questions.

cdewitt@mednet.ucla.edu

solanrewaju@mednet.ucla.edu

Anesthesiology Interest Group (ASIG)

Organization Coordinator(s):
Thanh-Liem Huynh-Tran, Co-Chair Coordinator
Andrew Tucker, Co-Chair Coordinator

Our Mission & Goals:
The Anesthesiology Interest Group is dedicated to introducing and educating medical students about the field of anesthesiology through a variety of meetings and activities, where students have opportunities to learn clinical skills and explore their interests by shadowing in an OR. Clinical skill workshops are held to introduce students to airway management, including techniques such as bag-valve mask and intubations. Students are also encouraged to participate in the shadowing program to follow residents and faculty in the OR, allowing them to experience directly what it is like to work in this rapidly growing and exciting field. In addition ASIG strives to foster a strong collaboration with the other acute care college interest groups of the UCLA medical school.

Events, Opportunities Offered by our Organization:
Recent events organized by ASIG have included lunchtime talks on the topics of “Introduction to the field of Anesthesiology” and joint event workshops with Emergency Medicine Interest Group (EMIG)
and Neurology Student Interest Group (SIGN) at the UCLA Simulation Center." Also, upcoming events include “Anesthesiology Case Presentations: Introduction to Perioperative Pharmacology”, and "An Introduction to Critical Care Medicine." Past events have included the "Pros and Cons of Anesthesiology", "Cardiovascular and Respiratory Physiology Jeopardy", and "A Day in the Life of a Resident”, and a subspecialties mixer.

**What we are looking for in a Candidate:**
We are looking for two students to fill the positions of Anesthesiology Student Interest Group coordinator for the 2017-18 academic year. Ideal candidates have an interest in anesthesia, strong organizational skills, and enough time in their schedule to plan lunch talks, shadowing opportunities, mixers, and other events.

**Available Positions:**
2

**Position Titles, Roles, Expectations:**
Co-Chair Coordinator (2) - Schedule interest group meetings, reserve rooms, meet with faculty mentors, and provide a shadowing orientation. Our interest group has an awesome team of support staff to help you setup meetings, take care of lunches, schedule speakers, and hold sim center events. In addition, work closely with other interest groups to hold joint events and workshops.

**Requirements for Applying or Pre-Requisites:**
Communicable interest in Anesthesiology

**Our Organization’s Applicant Process:**
https://docs.google.com/forms/d/e/1FAIpQLSctqrdoOXpqBQDjUH7sUEAVZ2dXMFjNjj2JMcOD-X7O6Y4NKQ/viewform?usp=sf_link

**What means should applicants use to Contact Us with Questions.**

THuynhtran@mednet.ucla.edu

DTucker@mednet.ucla.edu

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**Cardiology Interest Group (CIG)**

Cardiology Interest Group (CIG) 2017-2018

**Organization Coordinator(s):**
Vadim Osadchiy, Michael Leuchter, Katherine Bailey
Our Mission & Goals:
The goal of the Cardiology Interest Group (CIG) is to introduce future physicians, at an early stage in their training, to the possibilities in the field of cardiology. CIG organizes lunchtime sessions where leaders in the field speak to first and second year medical students about their work and current trends in their discipline. Students can gain early exposure to cardiology and appreciate the breadth of possible specialities. We invite physicians whom we would not otherwise meet so early in our training. We also provide shadowing opportunities and skills labs, enabling students to get hands-on experience with cardiology patients and cardiology techniques. Lastly, the Cardiology Interest Group provides opportunities for medical students to get to know cardiology fellows and attendings through events and mentorship, thus fostering their interest in cardiology. We hope this group will spark interest in pursuing a career path in one of the cardiology specialties to balance the growing need for cardiologists both in the clinical and research realms.

Events, Opportunities Offered by our Organization:
Lunch talks and panels
Echocardiography workshop
Faculty mentorship
Shadowing opportunity
Cardiology research opportunity

What we are Looking for in a Candidate:
We are looking for students who are interested in cardiology with strong leadership and organization skills. Applicants should feel comfortable interacting faculty members and students and propose new ideas to improve the current group model. We hope students will have sufficient time to dedicate to move our group forward.

Available Positions:
Co-coordinators (2-3)

Position Titles, Roles, Expectations:
CIG Co-coordinators (2-3) – organize lunch talks (room/ food/ topic/ faculty), workshops (i.e. echo, cath lab), shadowing opportunities, and innovative new events. Maintain strong and respectful relationship with faculty members; attend MSC/IG mandatory meetings as necessary

Requirements for Applying or Pre-Requisites:
Prefer attendance to at least one CIG event, but all application submissions are welcomed.

Our Organization’s Applicant Process:
Coordinators will be selected from the application responses submitted via Google Forms. Link will also be emailed to current CIG listserve and and distributed via social media.
Link to 2017-2018 CIG Application: https://goo.gl/forms/yHkQfkeA0kVg7ST92

**Application Timeline Process:**
1st week of December – open application process to MS1s
3rd week – application deadline
4th week – co-coordinators selected

**Time in which we intend to notify applicants:**
Within 1 week of application submission deadline (by last week of December)

**What means should applicants use to Contact Us with Questions.**
Email Vadim, Michael, or Katherine at VOsadchiy@mednet.ucla.edu, mkleuchter@mednet.ucla.edu, and KLBailey@mednet.ucla.edu

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**Connecting Californians to Care**

Organization Coordinator(s): Rachel Parks

**Our Mission & Goals:**
Connecting Californians to Care (CCTC) is a student-run organization that was started at the David Geffen School of Medicine at UCLA with the mission of reducing inequities in access to care in underserved communities. CCTC achieves this goal through educating the uninsured about their healthcare options and enrolling clients into health plans under Covered California, California's health insurance exchange, and Medi-Cal, California's Medicaid system. CCTC aims to not only address gaps in health insurance enrollment, but empower community members to own their health and better utilize preventative care resources.

Additionally, beyond its community outreach component, CCTC provides medical students with the tools to become community leaders and advocates. Each volunteer goes through internal training on healthcare policy, insurance practices, federal tax law, and community outreach. Students can then undergo an additional certification process through the State of California to become certified enrollment counselors that can enroll clients in health plans. As CCTC volunteers reach out into the community, they learn about the different barriers to healthcare and enhance their understanding of medicine through relationships they build at ground level.

**Events, Opportunities Offered by our Organization:**
Special events (health fairs, enrollment fairs etc.) to do community educational outreach and enrollments for Medi-Cal and Covered California in Los Angeles.
Volunteering with a partner organization to assist people in enrolling through Covered California.
Educational events on UCLA campus to educate health professions students about the state of enrollment and insurance on a county, state, and national level.
What we are looking for in a Candidate:
We are looking for creative, charismatic, and passionate individuals who are committed to community outreach and education. Our candidates must be committed to educating themselves and others about health insurance options in LA County. They must also be dedicated to making connections and fostering relationships with community organizations that also support insurance enrollments for the uninsured.

Available Positions:
Co-Presidents (2)

Position Titles, Roles, Expectations:

President/ Co-Presidents
Responsibilities: The Co-Presidents are responsible for managing organizational activities and dictating the direction of the organization. Responsibilities include:

- overseeing partnerships with community organizations
- refining current educational content on the Affordable Care Act (ACA) for volunteers
- facilitating the training for students interested in becoming Certified Enrollment Counselors (CECs)
- coordinating the SIG student meetings related to the student body of the David Geffen School of Medicine
  - managing the event calendar, room reservations, food reservations, speakers
  - ensuring coordination of the training of medical student organization members
- managing finances including 1) making decisions on how funds are allocated, 2) purchasing items for events and 3) reimbursing CCTC members for allowed expenses
- coordinating with the undergraduate chapter (CCTCU) on an as-needed basis

Contact For Questions:
Rachel Parks (rachelparks@mednet.ucla.edu)
connecting.californians@gmail.com

Requirements for Applying or Pre-Requisites:
Basic knowledge and understanding of Medi-Care, Medi-Cal, and Covered California.

Our Organization’s Applicant Process:
Write a statement for the position you are considering. Statements should be between 200 and 300 words and include your reason(s) for applying and any ideas you have for next year. You may also include relevant qualifications and past experience in similar roles. Email Connecting.Californians@gmail.com by January 12, 2018 with: full name, year in medical school, position to which you are applying, and statement.
Application Timeline Process:
Applications are due January 12, 2018. New leaders will be selected by February, 2018.

What means should applicants use to Contact Us with Questions.
Please contact us at Connecting.Californians@gmail.com or rachelparks@mednet.ucla.edu

Dermatology Interest Group (DIG)
Organization Coordinator(s): Evan Choate, Nirali Patel

Our Mission & Goals:
The Dermatology Interest Group aims to expand awareness and interest among students about the field of dermatology and dermatopathology through lunch panels and clinical opportunities. It is often very difficult for first and second year medical students to gain access to dermatology centered patient exposure during the first two years of medical school, there are no dermatology preceptor programs or rotations. Moreover, due to UCLA Department of Dermatology policies, students are not allowed to shadow at the dermatology clinic in Reagan. The Dermatology Interest Group addresses this issue by allowing students to volunteer at the Venice Family Clinic Dermatology Center, a unique experience that connects students with dermatology attendings and residents. Additionally, this volunteer program enables students to practice the dermatology focused patient interview, patient care, and patient presentation skills.

Events, Opportunities Offered by our Organization:
We offered various lunch talks on different topics including Introduction to Dermatology and collaborate with PathIG for an Introduction to Dermatopathology. We offer volunteer and shadowing opportunities in Dermatology at the Venice Family Clinic and Dermatopathology with PathIG. We also hold an Orientation to Venice Family Clinic with a Dermatology Essentials segment, and coordinate student involvement in the weekly Dermatology Grand Rounds.

What we are Looking for in a Candidate:
A student that is passionate, organized and motivated with an interest in dermatology. We are looking for a candidate that has innovative ideas and is willing to collaborate with other interest groups.

Available Positions:
Three co-president positions.

Position Titles, Roles, Expectations:
All roles are coordinator positions. The coordinators will work together to plan events such as lunch talks and VFC.

Requirements for Applying or Pre-Requisites:
None, but students who have attended one event by DIG are given preference.
Our Organization’s Applicant Process:
Fill out application that will be sent out to the Google and Facebook groups.

Application Timeline Process:
Application will be posted on the week of 12/5, with a deadline of 12/20.

Time in which we intend to notify applicants:
1-2 Weeks.

What means should applicants use to Contact Us with Questions.
Email us at dgsomdig@gmail.com!

Emergency Medicine Interest Group (EMIG)
DGSOM New Student Organization Leaders Selection for 2017-2018

Organization Coordinator(s):
Jonathan Warren, Troy Sekimura, Mohanad Allazeh, Dyvon Walker

Our Mission & Goals:
The goal of EMIG is to introduce students to the specialty of emergency medicine, provide hands on opportunities to explore the field, and to provide networking and mentorship with emergency medicine residents and physicians. The Emergency Medicine Interest Group (EMIG) is a year-long, medical student and resident run program for the first and second year medical students. EMIG is a great opportunity for medical students to discover their love of EM alongside their future colleagues.

Events, Opportunities Offered by our Organization:
EMIG activities include lectures on important EM topics, and a series of popular hands on sessions providing training in suturing, airway management, splinting, and ultrasound. The group also offers students the opportunity to shadow EM residents working in the Ronald Reagan, Harbor-UCLA, and Olive View-UCLA Medical Center emergency departments. This year, a SIM lab exercise was added in addition to accommodating a second suturing lab given its popularity. We attempt to host or co-host at least one event a month to increase interest in emergency medicine.

What we are Looking for in a Candidate:
Students that can handle the roles/expectations and characteristics listed in the following sections. In addition, EMIG is an active group with a lot of activities so it requires coordinators that are able to balance their commitments and manage their time well. We would also love to hear from those who have new ideas to contribute to EMIG’s growth.
Available Positions: 3-4 Co-coordinator positions

Position Titles, Roles, Expectations:
We expect our EMIG Co-Coordinators to meet 2-3 times a month (in person preferably, but phone meetings are acceptable if nobody’s schedules align) to divide duties amongst themselves. Example of the division of duties are: assigning an EMIG coordinator to coordinate shadowing e-mails each month, another coordinator to be in “charge” of the logistics of a particular event (e.g.: one person is in charge of the Wilderness Event, one person is in charge of the Suture Lab, one person in charge of a particular lunch talk(s), etc), and dividing all accessory duties such as filling out requests for funding to the MSC or adding our events to the DGSOM calendar. Even if you are not in charge of a particular event, you should expect to provide help to the co-coordinator who is in charge if needed (e.g.: picking up the food on the day of the event, providing input on important decisions or forms, offering to pick up the pigs’ feet for the suture lab, etc). While each EMIG coordinator is not necessarily in charge of a formal, specific role, each member is expected to “pull their weight” so to speak and ensure that events run smoothly.

Requirements for Applying or Pre-Requisites:
Applicants must show a strong interest in emergency medicine and must have strong organizational skills as well as team-driven goals. Having attended EMIG events throughout the year is a plus, but not required.

Our Organization’s Applicant Process:
Students will be asked to fill out an online application in the form of a google doc. Each application will be reviewed by the current coordinators and applicants will be notified if they are offered an interview. Following the interview process, students will be notified about their status via email and those offered a position will have approximately one week to accept or deny the position for the upcoming school year.

Application Timeline Process:
January 12 - Submit Selection Process Form
Jan 12-22 - Review applications
Jan 23-27 - Hold interviews for select applicants
Jan 29 - Notify applicants of their status
Jan 31 - Deadline for applicants to accept or deny the position
Jan 30-31 - Offers made to alternates with 2 day deadlines (if necessary)
Feb 1 - List of new co-coordinators given to Mary Ann

Time in which we intend to notify applicants:
Refer to timeline

What means should applicants use to Contact Us with Questions
Please send all questions to emig.dgsom@gmail.com
Family Medicine Interest Group (FMIG)

Family Medicine Interest Group (FMIG) Organization Coordinator(s)
Abhinaya Narayanan and Frederick Ferguson

Our Mission & Goals
The mission of the Family Medicine Interest Group (FMIG) is to inform medical and premedical students about the unique philosophy of Family Medicine through education and mentorship. Family Medicine is not only the specialty that explicitly addresses community health but unlike other specialties that are limited to a particular organ or disease, family medicine integrates care for patients of all genders and every age, and advocates for the patient in a complex health care system. FMIG views primary care physicians as central to improving health care and encourages medical students to be future leaders in their practices, to understand current health care issues, and to respond to the growing health disparities among immigrant and minority populations in large urban centers, such as Los Angeles. Additionally, FMIG introduces students to the wide range of career opportunities available within family medicine through workshops, lunch talks, networking activities, regional and national conferences, and community service events.

Events, Opportunities offered by our Organization
1. Introduction to Family Medicine Lunch Talk. We held a discussion with Dr. Dowling, chair of the department of Family Medicine, and Dr. Lee from Director of the UCLA Family Medicine Residency Program, to talk about how the broad training and perspective gained through Family Medicine can facilitate your interests in working at the helm of large health systems, championing local and national change for social justice and health equity, and promoting community well-being.
2. Advocacy 101. We collaborated with the American Medical Association to educate our campus about how to advocate for the issues affecting the health of your community at the state and national legislative level by bringing in family physician leaders who regularly work in Sacramento and DC and practicing mock legislative visits.
2. Primary Care Week. We collaborated with Internal Medicine, Med-Peds, Geriatrics, and Pediatrics Interest Groups to put on a week-long event featuring different facets of the delivery of primary care.
3. Mentorship mixer. We plan to hold a dinner mixer with students from all class years and family medicine residents to create community and establish mentorship opportunities.

What we are looking for in Candidate
We are looking for a motivated candidate with a passion for Family Medicine. We are seeking someone who demonstrates clear desire to help a wide range of patients and is committed to furthering the doctor-patient relationship. The ideal candidate will be organized, communicative, and professional in contacts with physicians, and adept at promoting learning opportunities about the field to fellow
medical students. He/she will explore innovative ways of connecting with other student organizations and hosting unique events, beyond lunch talks.

**Available Positions**
2-3 Co-Coordinators

**Position Titles, Position Roles, Expectations**
Co-coordinator responsibilities include: organizing lunch talks, workshops, and more informal gatherings for students to learn about family medicine together; applying for SAO, MSC, departmental, and national funding; promotion of events to students.

**Requirements for Applying or Pre-Requisites**
None

**Our Organization Applicant Process**
We will send out an online application form with several questions gauging the applicants' interest in family medicine and ability to commit to the position. We will hold informal phone interviews if necessary.

**Application Timeline Process**
We will send out applications in January and hold informal phone interviews.

**Time in which we intend to notify applicants**
We aim to inform accepted candidates by February 2018.

To contact us with questions please email us at:
Abhinaya Narayanan anarayanan@mednet.ucla.edu
Frederick Ferguson ferguson@mednet.ucla.edu

**Geriatric Medicine Interest Group (GMIG)**

**Organization Coordinator(s):**
Kevin Truong, Qiao Ruan, Vincent Gutierrez

**Our Mission & Goals:**
The goals of the Geriatrics Medicine Interest Group (GMIG) are to ignite interest in geriatrics among UCLA medical students, to disseminate knowledge and increase awareness of the special issues and research work that address the health care problems of older people, and to provide community service that focuses on the wellness of the elderly. We are determined to accomplish our goals with hour-long noon seminars, various opportunities to shadow geriatricians in both clinical and hospital settings, and undertaking several community outreach projects.
Events, Opportunities Offered by our Organization:
Lunch talks, music concert outreach at Vintage Westwood, shadowing + longitudinal mentorship, Alzheimer’s Walk, meetings with faculty and fellows, career exploration, community outreach and longitudinal experience with geriatric population

What we are Looking for in a Candidate:
Interest in caring for the elderly, available time commitment, organization and leadership skills.

Available Positions:
2~3 co-coordinators

Position Titles, Roles, Expectations:
Co-coordinator responsibilities include: organizing lunch talks, community outreach projects, and other gatherings for students to learn about geriatric medicine; apply for funding; promote events.

Requirements for Applying or Pre-Requisites:
None

Our Organization’s Applicant Process:
We will send out applications on December 6th. Applicants may meet with the current Co-President(s) to ask any questions.

Application: https://goo.gl/forms/nP922bmvi9TsvJt1

Application Timeline Process:
Due Date: Monday 1/29/17 11:59 PM
Applicants Notified by: 2/2/17

Time in which we intend to notify applicants:
Late January and early February 2018

What means should applicants use to Contact Us with Questions.
Kevin Truong   Kevintruong@mednet.ucla.edu
Qiao Ruan     QRuan@mednet.ucla.edu
Vincent Gutierrez vincentgutierrez@mednet.ucla.edu

Global Health Interest Group (GHIG)

Organization Coordinator(s):
Mat Hing (Co-President)
John Nesemann (Co-President)
Our Mission & Goals:
The Global Health Interest Group (GHIG) serves to educate medical students about global health, public health, and international medicine issues. The GHIG aims to facilitate medical student exposure to global health through several avenues, including lunch talks, informational sessions on global health opportunities at DGSOM, expert panels, and hosting the annual Los Angeles Global Health Conference (LAGHC) with the Center for World Health, collaborating with other southern California institutions including USC, Charles R. Drew University, Pardee RAND School, and Claremont Graduate University.

Events, Opportunities Offered by our Organization:

· Hosting speakers from different specialties with experience and knowledge in the practice of global medicine
· Holding student panels to learn more about global health opportunities available as medical students
· Screening documentaries on various global medical and public health issues
· Hosting the annual Los Angeles Global Health Conference (LAGHC) with the Center for World Health and partner institutions.
· Working with the Global Health Selective leaders on various projects, such as World Health Night
· Facilitating student involvement in the Global Health Pathway
· Collaborating with other UCLA global health groups (e.g., Global Health Coalition, the UCLA undergraduate global health group) to develop mentorship events and programs

What we are Looking for in a Candidate:

· Interest in pursuing global health research and/or service
· Organizational and leadership skills
· Willingness to help coordinate Los Angeles Global Health Conference (LAGHC) in January/February 2019
· Available time commitment
· Past experience in global health is not required, but is preferred

Available Positions:

2-3

Position Titles, Roles, Expectations:
2-3 Co-Presidents, 1 of whom has been involved with LAGHC in the past. Responsibilities and expectations involve fulfilling all the guidelines of student interest groups, developing and then fielding applications to staff the LAGHC board, serving on the LAGHC board as an advisor, and acting as a resource for other medical students regarding opportunities in and fields of global health.

Requirements for Applying or Pre-Requisites:
No specific prerequisites.
Our Organization’s Applicant Process:
We will send out an online application form with several questions gauging the applicants' interest in global health and ability to commit to the position. We will hold informal phone interviews if necessary.

Application Timeline Process:
We will send out applications mid-December, and the deadline will be 11:59pm on January 5th. If there is a lot of interest, we will hold informal phone interviews. We aim to inform accepted candidates by January 16th.

Application: https://docs.google.com/forms/d/e/1FAIpQLSdb6B7vnL-t-jvMhoG6xBVASh9pg6wrOjf329ggR1mwhc-4Tg/viewform?usp=sf_link

Time in which we intend to notify applicants:
We aim to inform accepted candidates by January 15th

What means should applicants use to Contact Us with Questions.
To contact us with questions please email us at:
Matt Hing: mhing@mednet.ucla.edu
John Nesemann: JNesemann@mednet.ucla.edu

Head & Neck Surgery Student Interest Group (ENTSIG)
Just re-activated in November 2017, current MS1’s who helped start the group will transition into MS2 leadership.

Health Beyond Bars: Incarceration and Reentry Student Interest Group
Our Mission & Goals:
Currently, the US represents less than 5% of the world's population yet houses 22% of the world’s prisoners. At any given time 1 of every 100 adults are incarcerated. If one considers those on parole and probation, 1 in 32 Americans are under control of corrections. Furthermore, there is an overwhelming body of research which demonstrates the health inequities of the incarcerated. In 2011 the state of California lost the supreme court case, Brown versus Plata, which asserted overcrowding in prisons had led to such poor health care outcomes it was even considered a violation of the 8th amendment. We can do better. There is a compelling interest to educate physicians on what factors lead to incarceration and how to improve health outcomes for these patients both while they are incarcerated and once they return to the community.

Three areas of intervention:
Violence Prevention
Currently Incarcerated
Reentry
Goals:
1. To provide education to medical students on prevention of incarceration and regarding how incarceration affects health outcomes.
2. To examine biases that impact those who are or have been previously incarcerated.
3. To help trainees being more comfortable working with this population and the justice environment.
4. To have debriefs and discussions regarding the challenges of working in this field and how to provide actionable solutions.
5. To empower those who are currently or previously incarcerated to be advocates for their health through peer to peer health education.
6. To create better interdisciplinary connections with other professions (e.g. public health, nursing, social work) regarding health of justice-involved individuals.
7. To connect medical students to faculty doing research in incarceration and reentry health.

Events, Opportunities Offered by our Organization:
Recent events organized by Health Beyond Bars: Incarceration and Reentry Student Interest Group have included a lunch time talk which hosted physicians who work with incarcerated youth. We discussed ongoing research and advocacy with this population. We also hosted a screening of 13th a documentary highlighting the history of mass incarceration and how it lead to disproportionate incarceration in communities of color. We co led the event with White Coats for Black Lives and held a debriefing regarding actionable items for this organization. We attended Beyond the Bars LA a conference themed surrounding policy reform to end mass incarceration in the U.S. It gave students the opportunity to interact with activists who were previously incarcerated and working to reform policy in California. We are in the process of selecting a community partner to have a continued relationship with this organization for future years.

What we are looking for in a Candidate:
We are looking for two students to fill the positions of Health Beyond Bars: Incarceration and Reentry Health coordinator for the 2017-2018 academic year. Ideal candidates have an interest in health equity, health policy, incarceration and reentry, advocacy with vulnerable communities, strong organizational skills, and enough time in their schedule to plan lunch talks, shadowing opportunities, mixers, and other events.

Available Positions: 2

Position Titles, Roles, Expectations:
Co-Chair Coordinator (2) - Schedule interest group meetings, reserve rooms, meet with faculty mentors, and provide a shadowing orientation. Our interest group has an awesome team of support staff to help you setup meetings, take care of lunches, schedule speakers. In addition, work closely with other interest groups to hold joint events and workshops.

Requirements for Applying or Pre-Requisites:
Communicable interest in advocacy with justice involved individuals as it relates to any specialty in
Our Organization’s Applicant Process:
Please contact
cdewitt@mednet.ucla.edu
Samanthamohommad@mednet.ucla.edu

What means should applicants use to Contact Us with Questions.
cdewitt@mednet.ucla.edu, Samanthamohommad@mednet.ucla.edu

Infectious Diseases Interest Group (IDIG)
Organization Coordinator(s): Stephanie Clavijo, Mildred Galvez, Kevin Tang

Our Mission & Goals:
The Infectious Diseases Interest Group (IDIG) at UCLA aims to introduce medical students to the field of infectious diseases. Our goal is to increase students’ awareness of and provide avenues for professional development in the subspecialty of infectious diseases.

Events, Opportunities Offered by our Organization:
● Lunch talks about infectious diseases
● Shadowing opportunities
● Block 6 Jeopardy review session
● Vaccine workshop, Vaccine information booth at Lennox Health Fair
● Movie viewings
● Networking event with ID Fellows

What we are Looking for in a Candidate:
We are looking for candidates who are self-motivated and passionate about infectious diseases and are eager to educate their peers and the broader DGSOM community about the challenges posed by infectious diseases. Since IDIG was founded 3 years ago, there are abundant opportunities to be creative with events and initiatives.

Available Positions: Two or Three Coordinator positions

Position Titles, Roles, Expectations:
1 hour/week averaged out over the semester

Requirements for Applying or Pre-Requisites:
Candidate must be in good academic standing.

Our Organization’s Applicant Process:
Please fill out online application: https://goo.gl/forms/OejWRmR2byJ0ZZ932

**Application Timeline Process:**
Online application due by 11:59pm of January 12, 2018
Interviews will be conducted from January 23-26, 2018 according to applicant’s availability.

**Time in which we intend to notify applicants:**
Applicants to be notified by January 27th. Applicants must accept or deny the position by Jan 29th. Offers will be made to alternates Jan 30th if necessary.

**What means should applicants use to contact us with questions.**
Please email all three of us - sclavijo@mednet.ucla.edu, mildredgalvez@mednet.ucla.edu, kevintang@mednet.ucla.edu

**Integrative Medicine Interest Group (IMSIG)**

**Organization Coordinator(s):**
Evan Choate, Emily Truong

**Our Mission & Goals:**
Provide a forum for medical students to learn, challenge, explore, share, and experience Integrative Medicine through speakers, practical workshops, and discussions. IMSIG hopes to provide medical students with a unique capacity to enact positive, healing transformations in all aspects of patients' lives while also realizing the motto, "Physician, heal thyself."

**Events, Opportunities Offered by our Organization:**
IMSIG organizes speakers, health care practitioners from varying fields, and collaborative workshops to empower students to deepen their understanding of Integrative Medicine and its role in modern health care systems. In the past, we coordinated an Introduction to Integrative Medicine talk, an Integrative Approach to Pain Management talk, and co-hosted a talk on the Gut Microbiome with NACIG. Furthermore, IMSIG is involved in planning the content portion of UCLA’s Annual Student Conference in Integrative Medicine (ASCIM).

**What we are Looking for in a Candidate:**
Leaders with innovative ideas and passion. Knowledge of integrative medicine is NOT necessary, but curiosity and the desire to understand and know more beyond what we are taught is ideal. You will be able to work with very passionate and forward thinking people, so we are looking for someone who knows how to take advantage of this opportunity.

**Available Positions:**
1 Conference Coordinator
1-2 Student Interest Group Coordinators

**Position Titles, Roles, Expectations:**
We are looking for 2-3 coordinators who will create opportunities for fellow students to gain exposure to the field of Integrative Medicine. 1-2 student interest group coordinators should take central roles in arranging speakers, event spaces, and logistics for events catering to the DGSOM medical student body. 1 Conference coordinator should take a central role in working with the Center for East-West Medicine on ASCIM conference speakers, writing speaker biographies, and acting as a liaison on behalf of IMSIG to the ASCIM conference. Leaders are free to decide amongst themselves the level of collaboration on these tasks!

**Requirements for Applying or Pre-Requisites:**
No prior requirements are needed.

**Our Organization’s Applicant Process:**
Please compose a 1-2 paragraph email and send it to Evan Choate (EChoate@mednet.ucla.edu) and Emily Truong (etruong@mednet.ucla.edu) explaining why you are interested in becoming an IMSIG Coordinator. Interviews will be set up on an individual basis thereafter.

**Application Timeline Process:**
Please send your email of interest by 12/20/2017. Individual interviews will be arranged within the first two weeks of January 2018.

**Time in which we intend to notify applicants:** By 3rd week of January

**What means should applicants use to contact us with questions.**
Email (see above)

**Internal Medicine Interest Group (IMIG)**

**Organization Coordinator(s):**
Timothy Kaddis & Vincent Gutierrez

**Our Mission & Goals:**
The Internal Medicine Interest Group seeks to promote understanding of and to spark interest in the field of Internal Medicine. We aim to educate students about a career in medicine, the road to residency, and the diversity of career paths and research which can be pursued within the specialty. We promote this goal through lunch talks, shadowing opportunities, research positions, and social networking gatherings with faculty and residents. IMIG helps students learn more about the various Internal Medicine subspecialties and network with physicians in the field.
Events, Opportunities Offered by our Organization:
This year we provided and are planning a variety of events and opportunities
  ● Shadowing opportunities with hospitalists at RRMC
  ● Introductory lunch talk with Dr. Napolitano
  ● Internal Medicine Sub-Specialist Panel (Pulmonology, Endocrinology, Geriatrics, GI, Cardiology, Infectious Disease, Rheumatology)
  ● Diabetes Awareness Week (in partnership with School of Dentistry's Periodontal Study Club)
  ● Primary Care Week (with FMIG, MPIG, PIG, and GIG)
  ● Society of Hospital Medicine talk
  ● SAO Resident Roundtable on Internal Medicine
Future events include: a History of Medicine talk (with IDIG), working with other interest groups to introduce different specialty of Internal Medicine, and an event to connect first year students with the Internal Medicine Chief’s Fellowship program.

What we are Looking for in a Candidate:
We are looking for hard-working, dedicated individuals who will continue providing and add to the already existing amazing opportunity for immersion into the field of Internal Medicine.

Available Positions:
2-3 coordinators

Position Titles, Roles, Expectations:
Co-coordinators, with time commitment of 1hr/week (averaged over the semester)

Requirements for Applying or Pre-Requisites:
Attend at least one of our events (shadowing counts)

Our Organization's Applicant Process:
Please fill out our online application:
http://goo.gl/forms/sbvlPkAPoC

Application Timeline Process:
Online application due by 11:59pm of 1/10/17
Interview to be conducted January 23rd - 26th, 2017 according to the applicant’s availability.

Time in which we intend to notify applicants:
Applicants to be notified by February 1, 2017.

What means should applicants use to contact us with questions:
Please e-mail us at imig.dgsom@gmail.com
**Interventional Radiology Interest Group (IRIG)**

**Organization Coordinator(s):**
- Roy Park
- Michael Hui
- Kevin Sung

**Our Mission & Goals:**
Interventional Radiology (IR) is an independent specialty that is rapidly growing and evolving. While diagnostic radiology (DR) is diagnosis-driven, IR is therapy-driven. The recognition of this distinction has led to the creation of an IR/DR residency in 2015, and the discontinuation of currently available IR fellowships by 2022. In order to expose DGSOM students to the professional and technical aspects of IR, IRIG has the following goals:
- IRIG will introduce IR to incoming and current medical students. It is important not only for those considering IR as a career, but also for those going into specialties that interface with IR, such as oncology, cardiology, vascular surgery, and OBGYN.
- IRIG will bring in IR physicians to teach and expose students to specific IR techniques, such as image-guided catheter placement.
- There are currently 25 IR interest groups in medical schools across the country. IRIG will allow for students to network with peers with similar interests.
- IRIG will connect DGSOM students to The Society of Interventional Radiology, the professional body for IR physicians, which actively encourages student participation by funding summer research and organizing specific programming at national conferences for medical students.
- IRIG will be a conduit for students to become familiarized with IR faculty and vice versa.
- IRIG will organize additional networking opportunities, such as the annual IR Young Guns Conference, a regional conference bringing together IR physicians from across the country.

**Events, Opportunities Offered by our Organization:**
- Introduction to IR lunch talk
- Workshop on ultrasound guided catheter placement and biopsy, jointly held with Ultrasound Interest Group
- IR applications talk
- IR Medical Student Conference
- IR Medical Student Workshop at UCI
- IR faculty mixer
- IR shadowing

**What we are Looking for in a Candidate:**
- Demonstrated interest in IR
- Past leadership experience
- Responsible
Available Positions:
- 2 Co-Coordinators

Position Titles, Roles, Expectations:
- Organize aforementioned events
- Come up with new, interesting ideas for developing the organization
- Attend mandatory SAO meetings
- Communicate with faculty advisor

Requirements for Applying or Pre-Requisites:
- None

Our Organization’s Applicant Process:
- Email the coordinators answering the following questions:
  - Why are you interested in leading the IR interest group?
  - What relevant past experiences would make you a good candidate?
  - What ideas do you have for the upcoming school year?

Application Timeline Process:
- Applications released on 12/4/16
- Application deadline on 1/10/16

Time in which we intend to notify applicants:
- 1/17/17

What means should applicants use to Contact Us with Questions:
- kiwanpark@mednet.ucla.edu
- mjhu@mednet.ucla.edu
- kevinsung@mednet.ucla.edu

Medical Innovations Interest Group (MIIG)

Organization Coordinator:
Minsoo Kim

Our Mission & Goals:
The goal of the Medical Innovation Interest Group (MIIG) is to assist medical students in incorporating translational research, technology transfer, and business into their future careers. Between a life-saving idea and actually saving lives stands a mountain that few have mapped out and even fewer have successfully crossed – the process of medical innovation. In recent years, it has become especially apparent that good ideas alone are insufficient to bring successful medical devices and drugs to market and, ultimately, into the clinic.

MIIG will promote knowledge of relevant combined degree programs (e.g., MD/MBA, MD/MPH), intellectual property, and technology transfer. Additionally, the Interest Group will interconnect professionals involved in medical innovation (faculty members, the Anderson School of Business, Fielding
School of Public Health, Henry Samueli School of Engineering and Applied Science, Los Angeles-area VCs and entrepreneurs) with interested medical students.
More broadly, the Interest Group seeks to bridge student interests in academia, clinical medicine, and public health to invention, management, and the real world. The organization seeks to broaden students’ perspectives about what a career in medicine can entail through tacit understanding of business and promotion of translational research. Competency in such skills is increasingly a prerequisite for leadership in the medical sciences - our aim is to enable medical students to embrace these disciplines and harness them in a medical career.

Events & Opportunities Offered by our Organization:
MIIG holds 2-3 lunch talks featuring medical innovators from different fields and works with the Business of Science Center to get medical students connected with business, engineering, design, and law students who are also interested in medical innovation and venture competitions. MIIG is also connected with the LA County Medical Association to make LA a health innovation hub and the UCLA Business of Science Center.
In addition to the aforementioned activities, MIIG is presently working with the Fielding School of Public Health’s Innovations in Health Group to organize the Innovation Challenge which focuses on bringing together students from different UCLA based graduate programs to advance healthcare focused innovations projects. By gaining direct experience in working with multidisciplinary teams, which may include members from education, policy and health industry, we seek to provide MIIG Members tangible experience on how to best align common efforts within multidisciplinary groups, create a more collaborative environment and strengthen the skill-sets necessary to successfully introduce promising new ideas into the health field.

What we are Looking for in a Candidate:
We are looking for candidates who are committed to expanding MIIG’s connections and influence in the local medical innovation community, allowing medical students access to any resources they need to become innovators themselves.

Available Positions:
2 co-coordinators

Position Titles, Roles, Expectations:
Coordinator - Organize medical innovation lunch talks, work with the Business of Science Center (BSC) to coordinate workshops and venture teams, and bridge relationships between medical students and local medical innovators through BSC and LACMA.

Requirements for Applying or Pre-Requisites:
Applicants will complete an online form with brief paragraphs describing why they are interested in becoming a coordinator for MIIG, what ideas they have for MIIG next year, what experiences have prepared them for the position, and what other commitments they have for next year.

Application Timeline Process:
The online application form will open in early December and will close by the end of the year.

Time in which we intend to notify applicants:
We will notify applicants if they have been selected to lead the interest group by January 2017.

Please feel free to contact us with any question at the emails listed below.
MinsooKim@mednet.ucla.edu
Medicine-Pediatrics Interest Group (MPIG)

Organization Coordinator(s):
Kelly Darmawan & Matt Hing

Our Mission & Goals:
The purpose of the UCLA Internal Medicine-Pediatrics Interest Group is to provide guidance, support, and information for the growing number of students interested in a combined Internal Medicine-Pediatrics residency. MPIG is the only group on campus that gives students access to information about Med-Peds residency and puts them in touch with physicians in specific fields like transitional care. As more pediatric patients with congenital and chronic conditions are surviving long into adulthood, there is an increased demand for physicians who can both treat these patients in their childhood and provide them with the unique care they need many years later. MPIG provides students with the opportunity to learn more about career options in this field and allows them to make connections with current residents and physicians at UCLA.

MPIG organized different talks throughout the year to inform students about the Med-Peds residency program, the roles that Med-Peds physicians fill, and the differences and advantages of being trained as an internist and pediatrician compared to a career in pediatrics, internal medicine or family medicine alone. We also invited Med-Peds physicians to talk about their experiences and how they are able to continue offering continuity to their pediatric patients, especially those with congenital diseases or with disabilities and as they transition into their adult lives. MPIG is also committed to expose medical students to the field of Med-Peds by offering mentorship and shadowing opportunities with both physicians and residents in the field.

Events, Opportunities Offered by our Organization:
An introductory talk to the Medicine-Pediatrics profession is held which provides students with the opportunity to learn more about the Med-Peds field from a practicing physician, Dr. Henry Kirolos. We hold a collaborative event with other primary care student interest groups as part of primary care week. We organize a med student/resident mixer where students can meet Med-Peds residents and ask questions and hear about their experiences.

What we are Looking for in a Candidate:
We are looking at candidates that have attended events put on by MPIG this year. We are looking for co-coordinators that have leadership experience and have a strong interest in Internal Medicine-Pediatrics. We are looking for someone with excellent communication skills and someone that is professional and organized.

Available Positions:
2 Coordinator Positions
**Position Titles, Roles, Expectations:**
Coordinators are expected to plan and implement at least 1 collaborative event with another student organization, and at least 2 additional individual events, one in the fall and one in the spring. Maintain the active status of the organization by attending all required meetings and submitting all required forms from the SAO office. Facilitate and keep active communication with the organization’s faculty advisor.

**Requirements for Applying or Pre-Requisites:**
a. Applicants must have attended at least 1 event
b. Applicants must submit an application that will be sent out in mid-November

**Our Organization’s Applicant Process:**
We will send out an online application form with several questions gauging the applicants' interest in Med-Peds and ability to commit to the position.

**Application Timeline Process:**
Please submit your application via Google form [https://goo.gl/forms/MeLhcySjOR4amCml3](https://goo.gl/forms/MeLhcySjOR4amCml3) by 11:59pm on Friday, January 12th, 2018.

**Time in which we intend to notify applicants:**
We will notify applicants by Tuesday, January 23, 2018.

**What means should applicants use to Contact Us with Questions.**
Kelly Darmawan: kdamawan@mednet.ucla.edu
Matt Hing: mhing@mednet.ucla.edu

**AANS/Neurosurgery Interest Group (NSIG)**

**Organization Coordinator(s):**
Thien "Billy" Nguyen, Hiro Sparks, John Sheppard

**Our Mission & Goals**
1. To educate students about a career in neurosurgery: the road to residency and the diversity of the various career paths and research that can be chosen within the specialty.
2. To galvanize interest among students to pursue such a unique career.

**Events, Opportunities offered by our Organization**
NSIG's events consist of opportunities to hear about the many different aspects of neurosurgery and to interact with the UCLA Neurosurgery Department faculty. We offer a wide variety of events, including talks with renowned speakers and networking events with Neurosurgery residents and attendings.
What we are looking for in Candidate
We are looking for applicants with a strong interest in Neurosurgery, and an interest for increasing awareness about Neurosurgery. The applicant must demonstrate a high degree of professionalism so that they can effectively communicate with students and faculty to plan and execute events. We are also looking for creative individuals with ideas for new events and developing new ways to increase student exposure to the field and novel collaborative events with other groups.

Available Positions
President, Vice-President, Secretary (responsibility is delegated equally among all three positions and titles are for administration purposes with the national organization)

Position Titles, Position Roles, Expectations
President: Meet with faculty adviser, coordinate events and organization meetings
VP: Applying for funding for events
Secretary: Manages Neurosurgery list-server and emails between the Department of Neurosurgery and DGSOM students
(All three positions): planning and execution of all events, all mandatory MSC meetings; liaisons between medical students and neurosurgery faculty

Requirements for Applying or Pre-Requisites
An interest in Neurosurgery!

Our Organization Applicant Process
Applicants should submit a brief explanation about their interest in being an NSIG Coordinator and any potential ideas for events.

Application Timeline Process:
Applications can be submitted by January 10th.
Time in which we intend to notify applicants:
Co-coordinator positions will be offered to three candidates by January 17th.

What means should applicants use to Contact Us with Questions:
If there are any questions about applying, feel free to email us!
ThienPNguyen@mednet.ucla.edu  HDSparks@mednet.ucla.edu  JSheppard@mednet.ucla.edu

Nutritional Advising and Counseling Interest Group (NACIG)

Organization Coordinator(s):
Head Coordinators:
Lyolya Hovhannisyan
Jackelyn Moya
Our Mission & Goals:
The Nutrition Advising and Counseling Interest Group (NACIG) equips medical students with the knowledge and skills to counsel patients with a variety of nutrition concerns, while simultaneously taking into consideration various barriers to health care and the social determinants of health. Nutrition is an important component of one’s health although it is often underemphasized in basic science curriculum. Many of the common health problems that patients present with can be managed through proper nutrition. It is our goal to provide education on important chronic conditions such as diabetes, hypertension, hyperlipidemia, celiac disease, and pediatric obesity and teach students how to address these common issues through nutritional guidance. We hope to help students gain the confidence and knowledge necessary to treat their patients holistically and take into consideration various comorbidities that can be properly treated through proper nutrition and health care guidance.

Events, Opportunities Offered by our Organization:
1. Nutrition & Weight Bias
2. Nutrition & Wellness
3. Food and the Microbiome
4. Sports Medicine

What we are Looking for in a Candidate:
We are looking for a candidate who wants to promote nutrition awareness and has an interest in treating patients holistically with lifestyle changes rather than simply medicalization.

Available Positions:
2 Head Coordinators

Position Titles, Roles, Expectations:
2 Head Coordinators:
● Lead the interest group in organizing lunch talks
● Plan events and volunteer opportunities
● Attend group meetings and maintain positive relationships with faculty

Requirements for Applying or Pre-Requisites:
There are no requirements other than a passion for learning about nutrition!

Our Organization’s Applicant Process:
Please email us.
You will be contacted via email.

Application Timeline Process:
Applications are opened in December and are due Jan. 10th.
Time in which we intend to notify applicants:  
Within 1 week of application submission deadline.

What means should applicants use to Contact Us with Questions.  
JMoya@mednet.ucla.edu  
LHovhannisyan@mednet.ucla.edu

**Obstetrics & Gynecology Interest Group (OBIG)**

**Organization Coordinator(s):**  
Shatara Townes

**Our Mission & Goals:**  
This group is open to anyone interested in becoming familiar with the field of Obstetrics and Gynecology and in Women’s Health. We offer resources to educate and support students who are interested in the field of Obstetrics and Gynecology, and serve as a liaison between medical students and The American College of Obstetricians and Gynecologists. We sponsor lectures and panels on topics ranging from the current lifestyle of physicians practicing Obstetrics to the various sub-specialties available in both Obstetrics and Gynecology. In addition, we provide shadowing opportunities with residents at Ronald Reagan Medical Center and with physicians in the community.

**Past Events, Opportunities Offered by our Organization:**  
-Shadowing opportunities in Labor & Delivery at Ronald Reagan Medical Center  
-Basic Science and Clinical Research opportunities  
-Ob/Gyn panel of faculty and residents and various Ob/Gyn speaker events  
-Ob/Gyn Residency application workshops  
-Birthing simulation workshop led by Ob/Gyn and midwifery faculty  
-Surgery skills workshop led by Ob/Gyn faculty  
-Ethics of Prenatal Genetic Testing (Co-Hosted with the Genetics Interest Group)  
-ACOG student mixer with faculty and residents from UCLA and USC

**What we are Looking for in a Candidate:**  
We are looking for current MS1s who are active members of OBIG and who have shown a strong interest in Ob/Gyn or Women’s Health. Ideal candidates are self-motivated and proactive -- we would like to leave OBIG with leaders who can preserve the existing strengths of the organization while working towards improving OBIG with new opportunities. Students should also demonstrate previous leadership, organization, ability to interact well with faculty members and students, and willingness to dedicate time to the interest group.

**Available Positions:**  
Co-coordinators (2)
Position Titles, Roles, Expectations:
- Organize lunch talks, workshops, shadowing opportunities, and other events to expose medical students to the field
- Maintain strong and respectful relationship with faculty members
- Attend MSC/IG meetings, student organization fair as needed

Requirements for Applying or Pre-Requisites:
Prefer attendance to at least one OBIG event, but all application submissions are welcomed.

Our Organization’s Applicant Process:
Submit a CV along with a statement of purpose detailing your strengths and past experiences that will enable you to lead OBIG, as well as new ideas to better the student group and serve medical student interests. Please email CV and statement to Shatara Townes. Address one message to: stownes@mednet.ucla.edu with the subject line “OBIG Application”.

Application Timeline Process:
Application Deadline: 01/10/18
Notification: By 01/19/18

What means should applicants use to Contact Us with Questions?
Email stownes@mednet.ucla.edu

Oncology Interest Group (ONCIG)

Organization Coordinator(s): Billy Nguyen, Katherine Sheu, Andrew Tucker

Our Mission & Goals:
The OncIG is dedicated to informing DGSOM students about a career in oncology. We aim to provide exposure to various aspects of different oncologic subspecialties through lunch talks, shadowing, research, and mentorship. We hope to raise awareness and spark interest in this rapidly growing and important field of medicine.

Events, Opportunities Offered by our Organization:
- Lunchtime lectures and panels by speakers covering diverse topics ranging from the experiences of pediatric cancer patients and their families, to the reasons why physicians choose a career in oncology
- Opportunities for mentorship through our mentor program that pairs students one-on-one with pediatric faculty mentors
- Networking opportunities with oncology fellows through round table discussions and our annual mixer with fellows
- Fun and engaging cancer awareness activities available to the entire DGSOM population.
What we are Looking for in a Candidate:
We are looking for candidates who are passionate about the field of oncology. Candidates must show a commitment to creating opportunities for medical students to learn about the various career paths in oncology. Ideal candidates are self-motivated and collaborate well with others.

Available Positions: Co-Coordinators (3)

Position Titles, Roles, Expectations:
- Organize aforementioned events
- Come up with new, interesting ideas for developing the organization
- Attend mandatory SAO meetings
- Communicate with faculty advisor

Requirements for Applying or Pre-Requisites:
No requirements; candidates must show a passion for careers in oncology

Our Organization’s Applicant Process:
Interested MS1s will complete an application, detailing their interest and qualifications for leading OncIG during the 2017-2018 academic year. This application will be posted to Facebook and emailed to our email listserv on December 16th. The new coordinators will be selected based on this application. There will not be an interview process.

Application Timeline Process:
- Open application on December 16th
- Close the application on January 10th
- Select and notify new coordinators by January 17th
- Email Mary Ann the names of the new coordinators by January 19th

Time in which we intend to notify applicants:
January 17th

What means should applicants use to Contact Us with Questions.
Contact any of us with questions:
Billy: ThienPNguyen@mednet.ucla.edu
Katherine: KSheu@mednet.ucla.edu
Andrew: DTucker@mednet.ucla.edu

Ophthalmology Interest Group (OIG)

Organization Coordinator(s):
Ben Margines
Our Mission & Goals:
The Ophthalmology Interest Group (OIG) is a career specialty interest group that is devoted to increasing medical student awareness, exposure and interest in the field of ophthalmology. We increase exposure to the field through guest speakers and lectures, resident and faculty panels, and volunteer opportunities.

Events, Opportunities Offered by our Organization:
The events that we hosted or plan to host this year include a lunch talk that introduced the specialty of ophthalmology and related volunteer opportunities in the community, a joint lunch talk with the Global Health Interest Group, a resident-led ophthalmoscope workshop, and ophthalmology community health fairs.

What we are Looking for in a Candidate:
We are looking for candidates that demonstrate interest and participation in previous OIG events, are willing to make the time commitment to plan and run events, and have the ability to work well with others (i.e. co-coordinator, faculty advisor).

Available Positions:
2

Position Titles, Roles, Expectations:
Co-coordinators –
-Maintain contact and work with co-coordinator and Dr. Gary Holland, our faculty advisor
-Organize and publicize events for students
-Write funding proposals
-Set up shadowing and volunteering opportunities

Requirements for Applying or Pre-Requisites:
First-year medical student in good academic standing who has the time to fulfill co-coordinator duties

Our Organization’s Applicant Process:
Email Ben & Farnoosh if you are interested.

Application Timeline Process:
Application due: 1/9 before midnight

What means should applicants use to Contact Us with Questions.
bmargines@mednet.ucla.edu
fvahedi@mednet.ucla.edu
Orthopaedic Surgery Interest Group (OSIG)

Organization Coordinator(s)
Seth Ahlquist
Mohanad Alazzez
Sam Clarkson

Our Mission & Goals

Our mission as an interest group is to introduce and expose medical students to the field of orthopaedic surgery. It is our goal to have members of the group leave events with the basic knowledge of what the field of orthopaedic surgery is, what kinds of procedures are done, what it takes to apply for residency in this field, and who to talk to regarding research opportunities and shadowing.

Events & Opportunities Offered by our Organization

Arthroscopy Lab - shadowing resident training sessions on Thursday evenings

Saw Bones Event - students have the opportunity to practice surgical techniques on bones under the instruction of the orthopedic attending physicians and residents at UCLA

Lunch Talks - Students have the opportunity to ask attending physicians anything regarding the field.

What we are looking for in Candidate

We are looking for applicants who are genuinely interested in this field with a desire to execute the many ideas that we have for this interest group. These students must be proactive and innovative, as well as organized and punctual.

Available Positions

3 Coordinator Positions

Position Titles, Position Roles, Expectations

3 Coordinators

It is expected that these three coordinators will work together to put on lunch talks, the Saw Bones event, and continue to the arthroscopy lab shadowing that we implemented this past year.

Requirements for Applying or Pre-Requisites

Applicants must have attended at least one OSIG event (lunch talk or saw bones).

Our Organization Applicant Process
We will be sending out our application, which includes essays about why they are interested in the position. We will also require all applicants to attach a CV, and we will interview applicants if necessary.

**Application Timeline Process**

We will be sending out our application, which includes essays about why they are interested in the position. We will also require all applicants to attach a CV, and we will interview applicants if necessary.

**Time in which we intend to notify applicants**
Please email coordinators below for specific information.

**What means should applicants use to contact us with questions**
Please email us with any questions.
- sahlquist@mednet.ucla.edu
- malazzeh@mednet.ucla.edu
- sclarkson@mednet.ucla.edu

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**Pathology Interest Group (PathIG)**

**Organization Coordinator(s):**
Katherine Sheu and Minsoo Kim

**Our Mission & Goals:**
Many medical students and physicians remember their pathology course in medical school, but are not sure what a practicing pathologist actually does. Our purpose is to expand awareness and interest among students about the field of pathology as well as gain exposure to what a career in pathology entails. This organization also encourages students to consider pathology as a career, and allows interested students to make contacts with faculty and residents. It is the goal of this group to increase awareness, increase interest in the field and to provide a structured forum to gain information about pathology as a career choice. In addition, we have held workshops on microscopy and shadowing opportunities with current UCLA pathology residents and attendings. Also we have held review sessions on histology and pathology pertinent to Step 1 or Block materials to benefit not only those interested in pathology as a specialty by as a service to all medical students reviewing for upcoming exams and Board evaluations.

**Events, Opportunities Offered by our Organization:**
1. Introduction to Pathology lunch talk
2. Dermatopathology lunch talk
3. Microscope sessions
4. Shadowing opportunities based on one’s interests

What we are Looking for in a Candidate:
We are looking for passionate, organized, motivated and creative individuals who are looking to enhance their own interest in pathology and are able to cultivate others’ interests as well. You will be working closely with Dr. Stark who is very supportive.

Available Positions: 2

Position Titles, Roles, Expectations:
Two co-president positions

Requirements for Applying or Pre-Requisites:
An interest in pathology

Our Organization’s Applicant Process:
Link to application: Coming soon.
After reviewing the applications, we will select two candidates for the position.

Application Timeline Process:
Applications will be posted on 12/4/15 and due by 12/16/15. We will notify applicants within 1–2 weeks.

What means should applicants use to contact us with questions:
KSheu@mednet.ucla.edu or MinsooKim@mednet.ucla.edu

Pediatrics Interest Group (PIG)

Organization Coordinator(s):
Andrea Diaz, Adam Peña, Mentorship coordinator: Jesse Guerrero, AAP rep: Kenny Ferenchak

Our Mission & Goals:
The Pediatric Interest Group (PIG) strives to educate medical students about the vast field of pediatrics by promoting student exploration of pediatrics and its subspecialties, providing opportunities for career guidance, and encouraging awareness of issues pertaining to children and their families. With these goals in mind, PIG hopes to encourage and inspire pursuit of a career in pediatrics.

Events, Opportunities Offered by our Organization:
• Lunchtime lectures and panels by speakers covering diverse topics ranging from the experiences of pediatric cancer patients and their families, to child abuse, to the reasons why physicians choose a career in pediatrics
• Volunteer opportunities: working with pediatric populations at health fairs, participating in the Halloween parade at Mattel Children’s Hospital
• Pediatric Clinical Skills Practice: the opportunity to work with a pediatric intensivist physician in a specialized training for medical students in our simulation lab
• Opportunities for mentorship through our mentor program that pairs students one-on-one with pediatric faculty mentors

What we are Looking for in a Candidate:
We are looking for candidates who are passionate about the field of pediatrics. Candidates must show a commitment to creating opportunities for medical students to learn about pediatrics. Ideal candidates are self-motivated and collaborate well with others. The PIG leadership team is the liaison between faculty advisors and interest group members, and thus must be organized and professional.

Available Positions:
Co-Coordinators (2), Mentorship Chair, and Pediatric Interest Group Delegate to the American Academy of Pediatrics

Position Titles, Roles, Expectations:
*Some responsibilities will be shared by all leaders

Coordinators: This position involves planning and executing various events, including lunch talks, volunteer opportunities, resident panels, and opportunities for pediatric clinical experience. This entails contacting speakers and faculty members, advertising events, obtaining funding, and carrying out logistical details (booking rooms, ordering food, etc.). Additionally, these coordinators will disseminate information about relevant opportunities to the pediatric interest group listserv, serving as a resource for students with questions about the field of pediatrics. The PIG coordinators have the opportunity to be creative and generate interest in the field of pediatrics!

Mentorship Chair: This position is in charge of running the PIG Mentorship Program. This entails building up our list of mentors by reaching out to pediatricians from a variety of specialties and backgrounds. The Mentorship Chair will connect interested students with a mentor. The person in this position must be prepared to work on this over the summer (building mentor list) and August/September (assessing student interest, matching with mentors).

Delegate to the American Academy of Pediatrics (AAP): This position is ideal for anyone interested in policy, advocacy, and involvement in pediatrics at the national level. The American Academy of Pediatrics is the national professional association of pediatricians. The Delegate to the AAP will primarily be in charge of disseminating information to the Pediatric Interest Group regarding activities and
resources available through the AAP. This person will be the communication liaison between the AAP Medical Student Subcommittee and the PIG leadership team and PIG Members.

Requirements for Applying or Pre-Requisites:
Candidates must have attended at least 2 PIG events or plan on doing so before end of the year.

Our Organization’s Applicant Process:
Interested MS1s will complete an application, detailing their interest and qualifications for leading PIG during the 2017-2018 academic year. This application will be emailed to our email listserv on December 5. The new coordinators will be selected based on this application. There will not be an interview process.

Application Timeline Process:
● Open application on December 5
● Close the application on January 10
● Select and notify new coordinators by January 28
● Email Mary Ann the names of the new coordinators by February 1

Time in which we intend to notify applicants:
January 28

What means should applicants use to Contact Us with Questions.
Contact any of us with questions:
Andrea: aediaz@mednet.ucla.edu
Adam: appena@mednet.ucla.edu
Jessie (mentorship chair): jessieguerrero@mednet.ucla.edu
Kenny (AAP delegate): kferenchak@mednet.ucla.edu

Physical Medicine & Rehabilitation Interest Group (PM&RIG)

Organization Coordinator(s)
Tracey Hunter
Dan Li

Our Mission & Goals
The Physical Medicine and Rehabilitation Interest Group (PM&RIG) is a medical student group that aims to expose and connect interested medical students to the specialty of PM&R. Our goal is to assist student exploration in the specialty by building their clinical skills in musculoskeletal examination and to introduce them to resident and faculty mentors in the specialty.
**Events, Opportunities offered by our Organization**

Leadership: PM&RIG provides leadership opportunities for medical students to interact with UCLA faculty and physicians to educate and generate interest in PM&R among medical students.

Education: Two clinical skills workshops.  
(One workshop is for surface anatomy in the first semester, and another for musculoskeletal examination to augment training in the Block 4 curriculum.)

Exploration: The first semester introduces people to the specialty of PM&R, while the second introduces people to the sub-specialty training available after residency training in PM&R.

Networking: Mixers and potlucks with PM&R residents from the West LA VA Medical Center.

Community service: Prehab Freehab is a collaboration with the UCLA Mobile Clinic to bring PM&R residents and medical students to gain clinical experience addressing musculoskeletal injuries in the homeless population at the Ocean Park Community Center on the first and third Saturdays of each month.

**What we are looking for in Candidate**

We are looking for organized students with a strong interest in PM&R initiative to plan events in conjunction with the West LA VAMC and the School of Medicine. Candidates should be willing to work with faculty and residents develop innovative ideas for events to inform and connect students with the specialty.

**Available Positions**

Two coordinator positions

**Position Titles, Position Roles, Expectations**

Two coordinators who are responsible for maintaining the interest group by running programs, arranging logistics and funding for events and corresponding with faculty and students.

**Requirements for Applying or Pre-Requisites**

Rising second year medical students in good academic standing are eligible to apply.

**Our Organization Applicant Process**

Please contact Tracey Hunter and Dan Li

**What means should applicants use to contact us with questions**

THunter@mednet.ucla.edu

DanLi@mednet.ucla.edu
Plastic and Reconstructive Surgery Interest Group (PRSIG)

Organization Coordinator(s):
Kelsey Lipman
Emily Berthiaume

Our Mission & Goals:
The Plastic and Reconstructive Surgery Interest Group (PRSIG) aims to provide the students of David Geffen School of Medicine an opportunity to further their education and mentorship within the field of plastic and reconstructive surgery. Exposure to this surgical subspecialty will allow students to participate in the vast spectrum of opportunities that lie within the field including clinical experience, global health, and research.
The goals of PRSIG include the following:
· Facilitate mentorship between UCLA plastic surgeons and DGSOM students through shadowing opportunities and lecture series
· Provide career development for students interested in entering this highly competitive field
· Teach basics of surgery through skills labs
· Encourage collaboration with other students interested in surgery

Events, Opportunities Offered by our Organization:
Immersion activities offered include lunchtime talks with esteemed faculty and surgical skill workshops. Additionally, PRSIG sponsors mixers as a chance for students to network with plastic surgery faculty and residents.

What we are Looking for in a Candidate:
1. Strong interest in plastic and reconstructive surgery
2. Current inclination to interact with and connect to the UCLA faculty and residents in the plastic and reconstructive surgery department to foster medical student-faculty relationships
3. Qualities including leadership, organizational skills, flexibility for scheduling events

Available Positions: 2

Position Titles, Roles, Expectations:
Two co-coordinators to develop networking and opportunities for medical students during the pre-clinical years. Co-coordinators should be students who show strong initiative to reach out to clinicians, plan events, and responsibly follow through with planning.

Requirements for Applying or Pre-Requisites:
None
Our Organization’s Applicant Process:
Please e-mail the coordinators (prsig.dgsom@gmail.com) with a brief description of why you are interested in becoming a coordinator, including your experience with plastic surgery thus far. Explain what qualities would make you a good candidate for the position and any ideas you may have for future events. Please include your CV or resume.

Application Timeline Process:
Please submit your application by January 10.

Time in which we intend to notify applicants:
We will contact applicants by January 17.

Contact Coordinators:
KLipman@mednet.ucla.edu
EBerthiaume@mednet.ucla.edu

Psychiatry Student Interest Group (PsychSIG)

Organization Coordinator(s):
Dan Li
Michael Leuchter

Our Mission & Goals:
The Psychiatry Student Interest Group (PsychSIG) is dedicated to helping its members explore the field of psychiatry and its many subspecialties. Through lunch talks, skills workshops, shadowing opportunities, outings into the community, and easily accessible information about the field, we hope to not only educate, but to expand the student body’s interest in the practice of psychiatry.

We consider mentorship to be a necessary aspect of exploring a career path, and will facilitate mentorship relationships with practicing residents and psychiatrists in the community. These relationships will allow open communication that will enable students to learn more about the lifestyle, day-to-day practice, and training process of psychiatry.

This group will provide opportunities for leadership to all its members. Members will not only have the opportunity to become the interest group’s leaders, but may also hold roles coordinating mentorship and group events.

PsychSIG at UCLA will continue to be a part of the Psychiatry Student Interest Group Network (PsychSIGN), a nationwide network of medical students interested in this field. Being a part of this
network offers our members connections to peers, residents, and practicing psychiatrists all over the country.

**Events, Opportunities Offered by our Organization:**
See above.

**What we are Looking for in a Candidate:**
We are looking for students who are interested in psychiatry and want to introduce and inform others about the opportunities and futures in psychiatry. We will also give preference to candidates with strong organizational skills and who have attended at least one PsychSIG event.

**Available Positions:**
2 (Either President/Vice President or 2 Co-Coordinators)

**Position Titles, Roles, Expectations:**
Organize events to generate interest in Psychiatry, to inform students about the field/lifestyle/opportunities in Psychiatry, organize the monthly shadowing program, and to connect students with opportunities to develop their CV (research opportunities and conferences)

**Requirements for Applying or Pre-Requisites:**
None

**Our Organization’s Applicant Process:**
Email either of the current organization leaders to express interest in taking over leadership of the group and explain why you think you would be a good candidate

**Application Timeline Process:**
Please contact coordinators.

**Time in which we intend to notify applicants:**
Please contact coordinators.

**What means should applicants use to Contact Us with Questions.**
Dan
danli@mednet.ucla.edu

Michael mkleuchter@mednet.ucla.edu
Radiology Interest Group (RIG)

Organization Coordinator(s):
Hannah Riskin-Jones
Kevin Sung

Our Mission & Goals:
Radiology is a field that lies at the heart of the future of medicine. With its rapidly expanding diagnostic power and therapeutic potential, radiology provides a cutting-edge take on practicing medicine. The goals of the Radiology Interest Group (RIG) are to introduce medical students to this exciting career path and its different subspecialties, connect students with related research opportunities, and help students to achieve their career goals.

Events, Opportunities Offered by our Organization:
The Radiology Interest Group organizes several lunch talks throughout the year. Our first event is an introduction to Radiology Lunch Talk with Dr. Theodore Hall, who provides students with a general overview of the field of radiology and a chance to ask questions about any aspect of the specialty. We also host another informative lunch talk in the spring. Finally, we also organize shadowing opportunities, a resident Meet-and-Greet, and refer research opportunities as they become available.

What we are looking for in a Candidate:
Interested in radiology
Comfortable interacting with other students, residents and faculty
Responsible
Takes initiative

Available Positions:
2 Co-Coordinators

Position Titles, Roles, Expectations:
Organize aforementioned events
Come up with new, interesting ideas for developing the organization
Attend mandatory SAO meetings
Communicate with faculty advisor

Requirements for Applying or Pre-Requisites:
Our Organization’s Applicant Process:
Please submit a resume and a cover letter answering why you are interested in applying, and what experiences would make you a good candidate.

Application Timeline Process:
- TBA

Time in which we intend to notify applicants:
- 1/17/18

What means should applicants use to Contact Us with Questions.
HRiskinJones@mednet.ucla.edu
KevinSung@mednet.ucla.edu

Sports Medicine Interest Group (SMIG)

Organization Coordinator(s)
Abhinav Sharma
Candice McCaughey

Our Mission & Goals
The multidimensional aspect of sports medicine is often overlooked. Although the field universally deals with physical injuries related to sports and exercise, many disciplines contribute to this facet of patient care, including orthopaedic surgery, physical medicine and rehabilitation, and primary care.

Specifically, the Sports Medicine Interest Group at the David Geffen School of Medicine at UCLA aims to integrate the multidisciplinary approaches of training, research, and clinical practice involved with exercise science and sports medicine. The goal is to provide a more holistic perspective of the field by incorporating all relevant disciplines and medical expertise through physician panels, relevant training, research opportunities, and lunch discussions.

Events, Opportunities offered by our Organization

What we are looking for in Candidate
The ideal candidate would be in good academic standing, interested in sports medicine, have good ideas for future events involving SMIG, and be able to give the time commitment necessary to be an effective coordinator.
Available Positions

2 Co-head Coordinators

Position Titles, Position Roles, Expectations

Head Coordinator — Coordinate events and opportunities for members of the Sports Medicine Interest Group. Potentially come up with new events relevant to the field of sports medicine.

Requirements for Applying or Pre-Requisites

Complete an application and attach your CV.

Our Organization Applicant Process

Applications will be sent out to the interest group, and the MS1s who want to be considered for the role will complete the application, and along with their CV, return it to us by email. After we read all the applications and decide on 2 candidates to take over the coordinator positions for next year, we will email the group informing them.

Application Timeline Process

Please contact coordinators below.

Time in which we intend to notify applicants

Please contact coordinators below.

What means should applicants use to contact us with questions

AbhinavSharma@mednet.ucla.edu
CMcCaughey@mednet.ucla.edu

Student Interest Group Neurology (SIGN)

Organization Coordinator(s):
Thanh-Liem Huynh-Tran, Catherine Durant

Our Mission & Goals:
To foster interest in the field of neurology in the first and second year medical student classes by providing opportunities to discuss ideas and interests with like-minded students as well as to interact with neurologists who are further along in their careers.
Events, Opportunities Offered by our Organization:
Lunch talks, intubation workshop w/Anesthesiology (ASIG) & Emergency Medicine (EMIG), lunch with the chief/case presentation, Brain Week

What we are Looking for in a Candidate:
Interest in neurology

Available Positions:
Co-Coordinators

Position Titles, Roles, Expectations:
Student Coordinators: to plan lunch talks and explore other opportunities to learn and teach neurology. All will continue to communicate with our adviser, Dr. Martina Wiedau-Pazos.

Requirements for Applying or Pre-Requisites:
None- but prior leadership experience is a plus

Our Organization’s Applicant Process:
Submit short Google Form application, meet in-person for a short interview

Application Timeline Process:
https://docs.google.com/forms/d/e/1FAIpQLSeA-1HSHh8_Y2ad4Y1e6cf5f02plgn5MvIVwRn4Dbf11WlgAQ/viewform?usp=sf_link
Please submit your form by 12/23/17 by 11:59 PM.

Time in which we intend to notify applicants:
By 1/5/18

What means should applicants use to Contact Us with Questions.
THuynh-Tran@mednet.ucla.edu
CDurant@mednet.ucla.edu

Surgery Interest Group (SIG)

Organization Coordinator(s):
Kylie Shaw
Sam Clarkson

Our Mission & Goals:
The Surgery Interest Group brings together students with a variety of interests, creating a venue for stimulating and challenging conversation among members of the student body, while simultaneously ushering them into the inner workings of the surgical field. Immersion activities offered include lunchtime talks, shadowing sessions in clinic and operating rooms, and discussions on important research occurring in various fields such as vascular, oncological, and transplant surgery. Acting as a networking tool and motivator, our organization hopes to introduce students to their future colleagues and to begin their practical training in the arena and they will one day contribute to as physicians.

**Events, Opportunities Offered by our Organization:**
Immersion activities offered include lunchtime talks, surgical skill workshops, shadowing sessions in clinic and operating rooms, and discussions on important research occurring in various fields such as vascular, oncological, and transplant surgery. Additionally, the SIG sponsors mixers as a chance for students to network with surgery faculty and residents.

**What we are Looking for in a Candidate:**
SIG is looking for students with an interest in surgery that have new ideas to continue to develop our group.

**Available Positions:** 2

**Position Titles, Roles, Expectations:**
Two co-coordinators to develop networking and shadowing opportunities for medical students during the pre-clinical years. Co-coordinators should be students who show strong initiative to reach out to clinicians, plan events, and responsibly follow through with planning.

**Requirements for Applying or Pre-Requisites:**
Career interest in surgery

**Our Organization’s Applicant Process:**
Please e-mail the coordinators with a brief description of why you are interested in becoming a coordinator, including your experience with surgery thus far and what you think you can contribute/change/improve for next year. Please include your CV or resume.

**Application Timeline Process:**
Please submit your application by January 10.

**Time in which we intend to notify applicants:**
We will contact applicants by the end of January

**Contact Coordinators:**
KGShaw@mednet.ucla.edu
Sclarkson@mednet.ucla.edu
Organization Coordinator(s):

1. Catherine Durant
2. Danielle Greenberg
3. John Cabri
4. Melissa Markowitz
5. Esteban Aguayo
6. Ki Wan (Roy) Park

Our Mission & Goals:
The goal of the Ultrasound Interest Group (USIG) is to provide opportunities for medical students to expand their ultrasound education, which they can use in their clerkships and careers. Ultrasound is a non-invasive, low cost imaging technique that has a high diagnostic utility for many common conditions. As medicine continues to advance towards less invasive, higher-resolution modalities, we want to ensure that UCLA students will possess the knowledge and skills to be at the forefront of that movement. In addition, ultrasound benefits medical education by drawing anatomy correlates and enhancing anatomy education. USIG seeks to become a base for continued efforts to advance ultrasound education at UCLA by coordinating efforts to acquire funding and suggest curriculum revisions that will enhance student confidence in their skills performing ultrasound scans in the clinical setting. Our goal is to complement ultrasound education at UCLA by establishing a core of interested and motivated students who have a desire to further their ultrasound education.

Our mission statement will be fulfilled through the talks, workshops, and student discussion panels that USIG holds. Our faculty advisors will help facilitate lunch talks and hands-on ultrasound instruction from ultrasound fellows, attending physicians, and residents from the UCLA health system. Ultrafest will also provide a unique and expansive opportunity to learn from expert faculty in multiple specialties and observe how ultrasound can be utilized in different clinical settings. Advanced ultrasound training is a newly emerging field that demonstrates great promise for health care. USIG will seek to enhance the work DGSOM already does to educate and empower students through further education about ultrasound technology utilization.

Events, opportunities offered by our organization:

- Weekly scanning sessions ("office hours")
- Workshops in conjunction with other interest groups
- Lunch talks about ultrasound in clinical practice
- Ultrafest
- Hand-held Ultrasound check in/out opportunities
What we are looking for in a candidate:

- The Ultrasound Initiative at UCLA is still a young and growing movement supported by faculty and students. The Ultrasound Interest Group is looking for candidates who are proactive and can take on roles as an educator, leader, and more. Candidate must also be willing to dedicate his/her time to become proficient in ultrasound. Finally, candidates must also show strong interest in expanding ultrasound involvement and education at UCLA.

Available Positions:

- Student Education Coordinator (2)
- UltraFest Coordinator (3)
- Relations Coordinator (1)

Position Titles, Roles, Expectations:

- **Student Education Coordinator**: Responsibilities will include but not limited to organizing and preparing educational materials, scanning sessions, workshops, and other events revolving around DGSOM curriculum.
- **UltraFest Coordinator**: Responsibilities will include but not limited to working in conjunction with faculty advisors to organize and host UltraFest at UCLA.
- **Relations Coordinator**: Responsibilities will include but not limited to organizing meetings with advisors and group coordinators, interaction with DGSOM faculty, and communication with other interest groups.

Requirements for Applying or Pre-Requisites:

- For any coordinator: Attendance to at least 2 USIG events during the year (including UltraFest) and must be in good academic standing.
- For UltraFest coordinator: Must have attended or commit to attending at least one UltraFest (at UCLA or another university)

Our Organization’s Applicant Process:

- Anyone interested in applying should complete the [form](https://goo.gl/forms/MwcloHGWlWltpbZE2) by January 6th, 2018. A maximum of 12 applicants will be selected for interviews the week of January 22nd - January 26th. Of those selected, 6 will be offered a leadership position by January 31st.

Application Timeline Process:

- Applications are due on January 6th, 2018.

Time in which we intend to notify applicants:

- Applicants will be notified by January 31st, 2018.

What means should applicants use to Contact Us with questions:

- Please email us at usig.ucla@gmail.com.
Urology Interest Group (UIG)

Organization Coordinator(s):
John Cabri
Ruby Kuang
Adam Peña

Our Mission & Goals:
The Urology Interest Group (UIG) is designed to expose medical students to the evolving and diverse field of Urology. While classified as a surgical specialty, Urology is unique because clinical problems encountered by physicians often involve a multidisciplinary approach to treatment integrating knowledge from internal medicine, pediatrics, gynecology and other fields. UIG specifically aims to expose first and second year medical students to a field that is underrepresented in the pre-clinical years of medical education at DGSOM.

Events, Opportunities Offered by our Organization:
- Lunch Talks (Introduction to Urology, Urology and Primary Care, An Academic Career in Urology)
- Surgical Skills Workshop
- Shadowing opportunities
-

What we are Looking for in a Candidate:
The ideal candidate has an interest in the field of Urology and a desire to explore UCLA Urology and it’s faculty/resources in greater depth through student-focused engagement.

Available Positions:
Urology Interest Group Coordinator (up to 3)

Position Titles, Roles, Expectations:
Urology Interest Group Coordinator – we expect coordinator(s) to work professionally to coordinate lunch talks and surgical skills workshops with Urology faculty, to facilitate constructive conversation about the field amongst peers, and to market the student organization with a mindset toward growth.

Requirements for Applying or Pre-Requisites:
None

Our Organization’s Applicant Process:
Contact Coordinators

Application Timeline Process:
Contact Coordinators

Time in which we intend to notify applicants:
Contact Coordinators

What means should applicants use to Contact Us with Questions.
urology.dgsom@gmail.com

Women in Surgery Interest Group (WISIG)

Organization Coordinator(s):
Young-Ji Seo and Angela Chen

Our Mission & Goals:
The Women in Surgery Interest Group (WISIG) was created to address and support the increasing interest in surgical careers by female medical students and to enhance the exposure of UCLA’s medical students to active female surgeons within the UCLA community. WISIG’s primary focus is to increase the pipeline for female medical students considering careers in general surgery and the surgical subspecialties. WISIG is proud to (1) highlight female surgeons from the university and local community to serve as role models for female medical students, (2) to provide direct mentoring and advising with respect to careers in academic and community practices, (3) to allow for open and guided discussions about specific challenges and tribulations that especially pertain to the woman surgeon and (4) to introduce unique opportunities for research, networking, volunteer work and education within the various surgical fields. However many of these topics classically considered “women’s issues” are truly issues for the modern day surgeon. As such, WISIG is open to and encourages the professional development of all members of the medical school community regardless of gender, race, sexual-orientation or socioeconomic background.

Events, Opportunities Offered by our Organization:
Robust shadowing program (in the OR and clinic) where students are matched with a female surgeon on a monthly basis.

WiSIG Events:
1. WiSIG Introductory Meeting
2. Work-Life Balance Talk with Dean Lynn Gordon
3. Scrubbing in 101 – 2 repeat workshops (usually in November & December)
4. WiSIG Fall Dinner, Panel, and Discussion
5. SiG/WiSIG Annual Surgery and Surgical Specialties Mixer
6. Visiting Professor Lunch Talks (1-2 per year)
7. Women in Surgery Spring Reception
What we are Looking for in a Candidate:
Ideal candidates will have an interest in surgery, strong organizational and leadership skills, and enough time to dedicate to planning lunch talks, shadowing opportunities, mixers, and other events. We are looking for candidates with strong interpersonal skills who are able to interact with the student body and faculty of all levels coupled with a commitment to supporting other women within our community. We hope applicants can propose new, innovative ideas to move our group forward and be dedicated to constantly improving our existing structure.

Available Positions:
2 Co-coordinators

Position Titles, Roles, Expectations:
The two co-coordinators will share the responsibilities of organizing the monthly shadowing program, coordinating with faculty for the workshops, and planning annual events. Co-coordinators will be expected to maintain a good working relationship with each other, open communication with the faculty advisors, and serve as a resource for other students interested in learning more about surgery.

Requirements for Applying or Pre-Requisites:
Current MS1’s who have attended at least 1 event.

Our Organization’s Applicant Process:
If you are interested, please write us (wisig.ucla@gmail.com) with:
   Name/ Year/ E-mail/ Attended WiSIG Events
1. Why you want to lead WiSIG
2. What qualities you have that would make you a good coordinator
3. What new activities/events you would like to see implemented

Application Timeline Process:
1. Please submit your applications by Monday, January 8th.
2. Current co-coordinators will hold informal brief interviews the week of January 22nd.
3. New leaders will be informed of their selection by Sunday January 28th.

Time in which we intend to notify applicants:
Current co-coordinators will hold informal brief interviews the week of January 22nd. New leaders will be informed of their selection by Sunday January 28th.

What means applicants should use to Contact Us with Questions.
Wilderness Medicine Interest Group

Organization Coordinator(s):
Kylie Shaw
John Nesemann

Our Mission & Goals:
Our group aims to increase awareness and opportunities in the subfield of Wilderness Medicine. Wilderness medicine includes understanding the pathophysiology, diagnosis, and prevention of illness and injuries in areas such as diving and hyperbaric, tropical and travel, and high-altitude environments, including improvisation and application in remote, wilderness settings. We aim to cultivate interest in this field through lecture talks and interactive workshops with physicians and residents with particular interest in wilderness medicine.

Events, Opportunities Offered by our Organization:
Our interest group offers opportunities to better understand the unique subfield of wilderness medicine through:

1. Lunch talks about relevant topics in wilderness medicine including marine, hyperbaric, high altitude, and disaster/survival medicine
2. Interactive workshops/trips that allow students to practice medicine with variable constraints and limited resources.
3. Exposure to emergency medicine faculty specializing in wilderness expeditions.

What we are Looking for in a Candidate:
We are looking for candidates that are passionate about wilderness medicine. Students may be interested in pursuing any specialty, but those with special interest in any of the subsets of wilderness medicine (diving and hyperbaric, tropical and travel, and high-altitude environments) are encouraged to apply. No experience in the field is necessary.

Available Positions:
2 Co-coordinators

Position Titles, Roles, Expectations:
The two co-coordinators will share the responsibilities of organizing the lunch talks, workshops, and possible shadowing opportunities. Co-coordinators are expected to show respect to one another and work together towards the goals of the interest group.

**Requirements for Applying or Pre-Requisites:**
Current MS1's who have attended at least 1 event. Exceptions may be warranted, please contact us.

**Our Organization’s Applicant Process:**
If you are interested, please write us (KGShaw@mednet.ucla.edu and Jnesemann@mednet.ucla.edu) with the following:
- Name/ Year/ E-mail
1. Why you want to lead WMIG and your experiences (if any) with wilderness medicine or the outdoors.
2. What qualities you have that would make you a good coordinator
3. What new activities/events you would like to see implemented

**Application Timeline Process:**
Please submit your applications by Tuesday, January 10th.

**Time in which we intend to notify applicants:**
New leaders will be informed of their selection by Sunday January 29th.

**What means applicants should use to Contact Us with Questions.**
You can reach us personally at KGShaw@mednet.ucla.edu or Jnesemann@mednet.ucla.edu. We look forward to reading your applications and working with you!

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**NATIONAL & REGIONAL ORGANIZATIONS**

**American Medical Association (AMA)**

**Organization Coordinator(s):**
Abhinaya Narayanan & Oscar G. Echeverria

**Our Mission & Goals:**
The American Medical Association (AMA) Chapter at UCLA DGSOM is the local chapter of the national AMA. The AMA chapter is dedicated to informing our student body about leadership, health policy, and patient advocacy, as well as major contemporary medical issues at the regional, state, and national level. We pride ourselves on also transforming policy into action through important initiatives that improve access to high quality care in our local LA community, and resolutions for policy change at the state and national level. We’ve written and passed resolutions around preventing ICE from entering hospitals, Anti-racism competencies in undergraduate medical education, and LGBTQI patient rights. As part of the AMA, we hope to cultivate a group of student leaders who can become effective advocates.
and public figures in the future. Students have the opportunity to attend the AMA National Meetings and network with prominent residents and physicians who are active policy makers and health services researchers.

Events, Opportunities Offered by our Organization:

- Lunch Talks
- General Meetings
- Health Policy and Leadership
- Interdisciplinary Work
- Health Policy Week
- Research Opportunities- AMA Research Symposium
- Health Policy Conferences- AMA Interim and Annual Meetings, CMA Annual Meetings
- Health Policy Lobbying- AMA Medical Student Advocacy and Region Conference, CMA Legislative Advocacy Day
- Networking and Mentorship- LACMA Mentorship program (in development), LACMA Young Physicians section/committee events

What we are Looking for in a Candidate:
We are looking for engaged students who are interested in and passionate health policy, public policy, and advocacy and making change through them. We are interested in people who will push forward issues affecting historically underserved and marginalized communities and make effective changes both in the local communities and at a national level, as well as educate their peers on ways to make this happen.

Available Positions:
Co-Presidents (2)
DGSOM Delegate
Charles Drew Delegate
LACMA Liaison
Communications Director
Community Outreach Director
Treasurer

Position Titles, Roles, Expectations:

Co-President(s):
The Co-Presidents plan, organize, and coordinate chapter events. They also gain approval for events and funding with the SAO. This position coordinates with other student organizations with similar interests to put on co-sponsored events on campus. Co-Presidents lead regular meetings and help with the logistics of chapter events as well as providing support to the organization.
1.) Attend regional chapter policy meetings with other co-presidents and delegates
2.) Meet regularly with chapter advisor
3.) Assist on resolutions whenever possible
4.) Organize on campus events & collaborate with other on-campus orgs
5.) Organize monthly internal meetings to keep the executive board updated on the direction of the chapter
6.) Build campus culture of civic engagement and advocacy, keep our student body informed on opportunities and coordinate with communications director to ensure opportunities are known to board and membership

AMA/CMA Delegates and Alternate Delegates (DGSOM/Drew):
The Delegates represent the school at regional and national AMA conferences and voice the opinion of our student body on various health policy issues and resolutions. The Delegates should remain current on existing policies, both in health care and those within the CMA and AMA organizations, and be able to make informed and educated decisions relating to topics that are brought up at conferences (we'll help give you briefings on these). The Delegates should also strive to maintain professional and courteous relations with representatives from other schools and push to expand DGSOM’s involvement and visibility on a national level. The Delegates will work closely with the chapter to develop and write resolutions to be debated and voted on at national conferences. Both Delegates and Alternate Delegates receive funding for airfare and hotel costs associated with attending conferences. Delegates are the only voting members at the national AMA conferences. Alternate delegates have all the same responsibilities and will attend all meetings with Delegates. If at any point, a Delegate is not able to attend a meeting, the Alternate Delegate will attend and vote in their place. We encourage Delegates to confer with Alternate Delegates at meetings before voting whenever possible and train Alternate Delegates so that they may run for full Delegate positions in coming years.

1.) Attend regional chapter policy meetings with other co-presidents and delegates
2.) Write/Assist in writing resolutions for our AMA chapter, proposing ideas
3.) Represent our AMA UCLA/CDU chapter at CMA & AMA meetings, review resolutions in preparation for meeting and share with the chapter, then provide updates on said meetings afterwards

LACMA Liaison:
The LACMA Representative represents UCLA at the local level in Los Angeles County. This position entails attending local meetings, coordinating events, and building relationships between LACMA and the UCLA community. He or she may also work on updating the AMA membership on health policy issues relevant to LA County.

1) Attend LACMA Young Physicians Committee meetings and provide a brief written report-back to chapter Co-Presidents (within 3 days)
2) Attend LACMA events to network with Los Angeles County physicians and build the UCLA chapter’s network of mentors and event speakers.
3) Update LACMA on UCLA chapter interests and ongoing activities, including bringing UCLA student resolutions to the attention of the LACMA board for consideration of co-authorship or
support. In addition, the LACMA liaison will work with chapter presidents to secure LACMA funding for UCLA students to attend relevant conferences and CMA events.

4) Keep apprised on LACMA events and opportunities (i.e., Young Physicians Networking mixer, policy competition) and provide updates to the AMA Executive Board as well as notify the Communications Director for AMA at DGSOM/CDU membership wide emails.

Communications Director:
Manages FB page, website (may create one with help from board), manages email communications to membership/list serve, regularly updates FB page and website, twitter, Instagram, keeps on top of communications from CMA, LACMA, and AMA and forwards appropriately to chapter.

1) Communications Director will aggregate emails from AMA Executive Board on a weekly basis and distribute a weekly digest to Board and AMA listserv membership.
2) Responsible for updating the Facebook, Instagram within 3 days of LACMA/CMA/AMA events

Community Outreach Director:
The Community Outreach Director is responsible for spearheading projects focused on giving back to the Los Angeles community and the underserved. These can be in the form of educational sessions, health fairs, non-medical service projects and more. All service projects are open for consideration by the board.

1.) Communicate & connect with external organizations in pursuit of community projects/service opportunities for our chapter and school
2.) Spearhead abovementioned project with the input of Co-Presidents and the chapter, updating the chapter on such developments on a monthly basis
3.) Monthly/bi-weekly update on what is going on in the organizing spaces in Los Angeles and how we can be supportive or get involved as a chapter (BLM, Health Equity Hub, etc.)

Treasurer:
Manages finances of AMA Chapter at DGSOM. The Treasurer is responsible for writing grants to fund chapter activities and handling the business expenses of the organization. The treasurer is responsible for the chapter bank account and credit card, as well as reimbursing speakers and guests for their time. Our goal is to end the year with more money in our org account than what we began with.

1.) Manage bank account & apply for chapter grants, checking to see if there are any additional available funds for our chapter on a monthly basis
2.) Update chapter on chapter finances on a monthly basis

Requirements for Applying or Pre-Requisites:
Students must be in good standing and interested in Health Policy.
Students must be members of either the CMA or AMA (AMA mandatory for delegates/alt delegates)

Our Organization’s Applicant Process:
1. Choose up to two (2) positions for which you would like to apply. Please indicate your preferred position if choosing two.
2. Write a statement for each position you are considering. Statements should be between 200 and 300 words and include your reason(s) for applying and any ideas you have for next year. You may also include relevant qualifications and past experience in similar roles.
3. Submit the following to this email account (dgsomama1@gmail.com) by Friday, January 6th, 2017: full name, year in medical school, position(s) to which you are applying, and statement(s) for each position. If applying for one of the Delegate positions, please indicate whether you are enrolled in DGSOM or CDU.

Application Timeline Process:
• Applications are due February 2018
• Online ballot will be emailed out to the AMA listserv on Monday, January 9th, 2017. Included in the ballot will be each applicant's name, statement, and official photo found in the Medical Student Directory. If you would rather your photo not be shown or would like another photo to be used, then please indicate that in your application.
• Online ballot will close after 48 hours.
• Top vote-getters will be offered positions shortly thereafter and have one (1) week to accept or decline. Unfilled positions will be offered to the next top vote-getter.
• This timeline may be modified. The Chapter will be notified if this happens.

Time in which we intend to notify applicants:
48 hours after online ballot has opened

What means should applicants use to Contact Us with Questions.
Email: dgsomama1@gmail.com

American Medical Student Association (AMSA)

Organization Coordinator(s):
Gabriela Lopez, Co-President- gabrielalopez@mednet.ucla.edu
Gwendolyn Lee, Co-President- gwendolynlee@mednet.ucla.edu

Our Mission & Goals:
The American Medical Student Association (AMSA) is a student-governed, national organization committed to representing and addressing the concerns of physicians-in-training. AMSA comprises a membership of medical students, pre-medical students, interns, residents, and practicing physicians working in collaboration and all striving to improve medical training and healthcare delivery. AMSA involves all of its members in the social, moral, and ethical obligations of the profession of medicine. AMSA plays a role in transforming the lives of medical students and empowering them to take action and create change about issues surrounding them through community activism and career
development. The American Medical Student Association is committed to improving health and healthcare delivery to all people; assisting in the improvement and understanding of world health problems; contributing to the welfare of medical students, premedical students, interns, residents and post-MD/DO trainees; and advancing the profession of medicine. Furthermore, our goal is to provide mentorship to undergraduates through our unique collaboration with the undergraduate chapter of AMSA.

Events, Opportunities Offered by our Organization:
Pre-medical and medical student mentorship programs and events in collaboration with the AMSA Pre-Medical Chapter at UCLA.
Local, regional, and national AMSA events, programs, and conferences.
Health Policy Week in partnership with the American Medical Association.

What we are looking for in a Candidate:
AMSA leaders must be registered National AMSA members. Successful candidates will include medical students who are looking to be involved in a nationally recognized organization comprised of premedical and medical students. AMSA seeks student leaders who are creative and will take the initiative to hold programs in conjunction with the pre-medical AMSA chapter at UCLA. Student leaders need to play an active role in the regional and national AMSA levels, ensuring that open communication is maintained and all regional and national requirements are met for the local chapter.

Available Positions:
3-6 positions

Position Titles, Roles, Expectations:
President (1-2 positions) Responsibilities:
• Work with MSC/SAO for funding lunch talks, conferences, week-long events, etc.
• Keep members updated on opportunities from National AMSA
• Correspondence with Regional Officers/National Leadership
• Organize “Intro to AMSA” meeting/recruitment activities
• Attend SAO/Student Leaders meetings
• Other roles not explicitly defined here; fulfillment of other position duties

Vice Presidents of Undergraduate Mentorship and Education (1-2 positions):
• Function as executive leader of this committee
• Work with President to obtain necessary funds for events
• Work with Premed AMSA to plan pre-med advising and mentorship activities
• Other roles not explicitly defined here; fulfillment of other position duties

Vice President of Advocacy and Community Health (1-2 position):
• Plan Health Policy Week
• Coordinate advocacy workshops
• Coordinate events for other advocacy topics (e.g. PharmFree, resident work hours, Global Aids Day, community health/public health measures, etc)
• Coordinate community health/service events
• Other roles not explicitly defined here; fulfillment of other position duties

Requirements for Applying or Pre-Requisites:
National AMSA has a requirement that all local chapter officers need to be National AMSA members. AMSA membership is free for all American medical students so this is not a barrier for any DGSOM medical students seeking leadership positions within AMSA at DGSOM. Just be sure to register nationally while you are going through the application process with us.

Our Organization’s Applicant Process:
The current AMSA leaders will select the incoming AMSA Leadership. Once the new presidents have been selected, they will participate in the final selection for the rest of the AMSA leadership board.

Application Timeline Process:
The application timeline will follow the SAO timeline. Selected applicants will be notified in early December.
Time in which we intend to notify applicants:
Applicants will be notified by the end of January at the latest.

What means should applicants use to Contact Us with Questions.
gabrielalopez@mednet.ucla.edu
gwendolynlee@mednet.ucla.edu

American Medical Women’s Association (AMWA)

Organization Coordinator(s)
Co-President: Marissa Holden
Co-President: Hemali Panchal

Our Mission & Goals
The American Medical Women’s Association is an organization that functions at the local, national, and international level to advance women in medicine and improve women’s health. We achieve this by providing and developing leadership, advocacy, education, expertise, mentoring, and strategic alliances.

Events, Opportunities offered by our Organization
AMWA at UCLA DGSOM aims to promote women's health and help advance women in medicine in our medical school community. We strive for this through events and talks featuring prominent female physicians addressing various issues in women's health, mentorship with the undergraduate AMWA members, mentorship with residents and attending physicians, and volunteering opportunities for members. We host Women's Health Week every year in the early spring to enhance awareness and knowledge about women's health.

**What we are looking for in Candidate**

We are looking for candidates who are passionate and driven to promote AMWA's mission of promoting women in medicine and women's health here in the UCLA DGSOM community. Candidates must be willing to be proactive in seeking out new opportunities and ideas to execute. Candidates should be organized, driven, and hard working to get the job done.

**Available Positions**

Co-Presidents (2)

**Position Titles, Position Roles, Expectations**

Co-President: Oversee the functioning of the UCLA DGSOM branch of AMWA. Plan all events and allocate roles for board members. Manage finances for the organization. Serve as liaison between AMWA branch members and faculty advisor.

**Requirements for Applying or Pre-Requisites**

Candidates for all positions should be organized, driven individuals who are passionate in women’s health issues and seek to promote women in medicine in the UCLA DGSOM community. Applicants must have attended at least one AMWA event.

**Our Organization Applicant Process**

Applicants will fill out a written application that we will review. Applicants will be invited for an interview with board members. Final decisions will take into account both the written application and interview.

**Application Timeline Process**

Please fill out the following application: [https://docs.google.com/forms/d/e/1FAIpQLSdHaDxS1RpV-QNHLuGS6-YshQvD2Y7_pDqgdcZ352uP4gL03w/viewform](https://docs.google.com/forms/d/e/1FAIpQLSdHaDxS1RpV-QNHLuGS6-YshQvD2Y7_pDqgdcZ352uP4gL03w/viewform)

1) Written Application due by 1/14/2018.  2) Interview within 1 week of written application deadline 3) Final Decisions Made soon after interview and Applicants Notified by 2/1/2018.

**Time in which we intend to notify applicants**
Applicants will be notified by the end of January at the latest.

**What means should applicants use to contact us with questions**

Marissa Holden  mholden@mednet.ucla.edu  
Hemali Panchal  HPanchal@mednet.ucla.edu

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**Asian Pacific Medical Student Association (APAMSA)**

Organization Coordinator(s):
President – Phillip Chen  
Vice President of Community Health – Michael Hui  
Vice President of Community Health – Justin Bui  
Webmaster – Daniel Ho  
Minority Health Liaison – Kevin Truong  
Vice President of Health Disparities - Young Ji Seo  
Vice President of Health Disparities - David Patron  
Communications Chair - Jessica Poon  
Mentorship Chair - Jetrina Maque  
National Conference Director - Brian Dang  
National Conference Director - Regina Husman  
National Conference Director - Kevin Tang  
National Conference Director - Qiao Nan Ruan  
National Conference Director - Daniel Ho

Our Mission & Goals:
Our mission is to promote the health and well-being of Asian and Pacific Islander (API) communities; to bring awareness to API health disparities among our peers; to address issues of culturally sensitive care; and to provide members with opportunities for mentorship with community minded physicians. Through our multiple health fairs, cancer screening education project, bone marrow outreach, and Hepatitis B awareness work, members gain experience working with limited English proficiency and/or uninsured individuals from different ethnic backgrounds.

Events, Opportunities Offered by our Organization:
Lunch talks (Introduction to APAMSA, API Health Disparities, Hepatitis disparities, Bone Marrow registry disparities), Health Fairs and Breast/Cervical Cancer Screening Education, Bone Marrow Drives, Diversity Week events, Mentoring undergraduate UCLA students, Networking with physicians, other health professional students, multiple national APAMSA conferences (National, Hep B/C, and Regional), chapter socials.

What we are Looking for in a Candidate:
We are looking for leaders who want to learn more about health issues facing API communities and desire to become more engaged with the local API community and other minority health groups at DGSOM. Previous experience/knowledge about API disparities is not necessary. We are looking for enthusiastic candidates are willing to learn on the job and share their newfound knowledge with their peers. We appreciate passion!

Available Positions:
President (1 position)
Vice President of Community Health (2 positions)
Minority Health Liaison (1 position)
Vice President of Health Disparities (2 positions)
Webmaster (1 position)
Communications Chair (1 position)
Mentorship Chair (1 position)

Position Titles, Roles, Expectations:
President (1 position): Leads and directs the Executive Board and oversees UCLA APAMSA’s mission as a whole, represents the chapter within the medical school, and on the regional and national levels. The president will be required to host regular monthly board meetings, attend regional and national conferences. The president will also table during the UCLA recruitment day for prospective students, and plan two lunch talks and/or events per semester.

Vice President of Community Health (2 positions): Coordinates APAMSA health fairs in underserved communities at multiple sites, in collaboration with APA Health CARE. VPs are expected to attend weekly APA Health CARE board meetings. VP responsibilities include training new volunteers, recruiting physicians, and attending health fairs. The VP will also be expected to conduct ACA outreach together with Covered California.

Communications Chair (1 position): coordinates the meeting times and takes notes during meetings. Works closely with all other board positions to help create marketing resources to promote health education (via photoshop, etc.). Organizes meeting minutes and agenda in a timely manner and sends them out prior to meetings.

Mentorship Chair (1 position): Coordinates mentorship and pre-professional activities with UCLA undergraduate APAMSA. Organizes socials and events within UCLA DGSOM APAMSA, interfaces with outside organizations such as undergrad groups VCH, APA HealthCARE, and MD100, an organization supporting community-minded pre-health students towards working in Little Saigon. The VP is expected to plan two events per semester.

Minority Health Liaison (1 position): Maintain contact and attendance with the Office of Diversity, Inclusion, and Outreach. Attend meetings with other minority health organizations (LMSA, SNMA, MedGLO) as a representative from APAMSA. Coordinate inter-organizational meetings and events
among the organizations such as a Minority Health Barbecue and work with DIO and the minority identity organizations to create the annual Cultural Awareness Week.

Vice President of Health Disparities (2 positions): Oversees education initiatives for health disparities affecting API communities. Past focuses included Hepatitis B and bone marrow initiatives. This position will help coordinate APAMSA's screening and vaccination efforts in conjunction with the VPs of Community Health, interfaces with outside organizations involved in HBV including the LA County Hep B Coalition and Team HBV. Vice Presidents of Health Disparities should make all attempts to attend the National APAMSA Hepatitis Conference. VPs will direct our annual bone marrow donor registration drive in partnership with Donations for Tissues and Organs (DotOrg), Asians for Miracle Marrow Matches (A3M) and other community organizations addressing the need for greater Asian and Asian American representation in the National Marrow Registry on/off campus, oversees education initiatives on the importance of registration for patients with leukemias and other life-threatening disorders.

Webmaster (1 position): Maintain the APAMSA website. In charge of collecting and publishing photographs during APAMSA related events (minimum 5 pictures per event). Following each board meeting, publish upcoming events and recap from previous events.

Requirements for Applying or Pre-Requisites:
All applicants must be interested in learning more about API health disparities and working with the API community in the greater Los Angeles area. We appreciate anyone interested and are not strict experience or background requirements.

Our Organization’s Applicant Process:
Applicants will submit a written application via google form: https://goo.gl/forms/wpSzoD43L2FAENaD3

The current board will review the applications. Interviews are position dependent. Applicants will be notified if an interview is required.

Application Timeline Process:
Applications will be due Sunday, January 7th, 2018 at 11:59pm. Interviews will be dependent on applicant pool and positions.

Time in which we intend to notify applicants:
Elected officers will be notified in late January and given one week to confirm.

What means should applicants use to Contact Us with Questions.
Contact APAMSA President, Phillip Chen (Phchen@mednet.ucla.edu) with any questions.

Christian Medical & Dental Association (CMDA)
Organization Coordinator(s):
John Park
Jack McGregor

Our Mission & Goals:
The Christian Medical and Dental Association at UCLA aims to encourage and equip future physicians and dentists with the heart of Jesus and the wisdom of knowing the Lord so that they may be faithful witnesses and healers.

Whole person care is an approach in medicine that includes addressing a patient's faith and beliefs with respect to their health and illnesses. CMDA aims to help students integrate faith into medicine to provide whole person care by teaching them how to respectfully talk with patients about their beliefs and how that affects their illness and healing.

We are a diverse group encompassing many different life paths but a common love for Jesus Christ. We meet to support each other in the faith as we share in the unique experience of being health professional students. Events include weekly fellowship meetings, Bible studies, prayer and devotionals, guest speakers, quarterly bioethics symposia, social events, and community outreach events.

All are welcome, including non-Christians who would like to learn more about Christianity. We look forward to meeting with you.

Events, Opportunities Offered by our Organization:
-Talks and discussions about spiritual care
-Bible studies
-Opportunities to meet other Christian medical professionals and students at UCLA and other schools

What we are Looking for in a Candidate:
-The candidate must be interested and committed to the support and mentorship of other Christian medical students.

Available Positions:
1-3 co-coordinators

Position Titles, Roles, Expectations:
Title: President
Role: Organizing Bible studies, coordinating lunch talks, and maintaining relationships with national CMDA leaders
Expectations: Refer to CMDA guide, given to all applicants who submit an application

Requirements for Applying or Pre-Requisites:
No prior leadership experience required

**Our Organization Applicant Process**
Applicants should submit a brief explanation about their interest in being a CMDA Coordinator and any potential ideas for events.

**Application Timeline Process:**
Applications can be submitted by January 10th.

**Time in which we intend to notify applicants:**
Co-coordinator positions will be offered to candidates by January 17th.

**What means should applicants use to Contact Us with Questions:**
JMcgregor@mednet.ucla.edu
JohnP@mednet.ucla.edu

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**Doctors For America at UCLA**

**Organization Coordinator(s):** Candice McCaughey, Grace Lee

**Our Mission & Goals:**
Doctors for America at DGSOM is a student chapter of the national organization whose goal is to place “patients over policy.” Here at DGSOM, DFA seeks to:

- **Generate** interest among doctors-in-training about the modern-day issues pertaining to the health of patients and healthcare in America by highlighting diverse patient narratives through creative means such as patient panels, performances, etc.
- **Contextualize** patients’ stories by providing the opportunity for doctors-in-training to go into the community and meet patients in their environment.
- **Collaborate** with other interest groups to engage in multi-disciplinary and collaborative health advocacy within DGSOM, the local community and at the national level.

**Events, Opportunities Offered by our Organization:**
We offer avenues for students to gain exposure to advocacy through lunch talks and workshops. We also engage with our local community through participation in rallies.

**What we are Looking for in a Candidate:**
Interest in improving health care and ending health disparities, and the initiative to plan and execute DFA events.

**Available Positions:**
Position Titles, Roles, Expectations:
All roles are coordinator positions. The coordinators will work together to plan and execute events.

Requirements for Applying or Pre-Requisites:
None

Our Organization’s Applicant Process:
Fill out google form to let us know you’re interested. Form will be posted on DGSOM 2021 facebook page and sent to our listserv.

Application Timeline Process:
Application will be posted in beginning of January. Deadline will be early February.

Time in which we intend to notify applicants:
1-2 weeks.

What means should applicants use to Contact Us with Questions.
Email the co-coordinators at cmccaughey@mednet.ucla.edu, gelee@mednet.ucla.edu
For more information, please see our DFA at UCLA website: https://organizations.dgsom.ucla.edu/dfa/

Jewish Medical Student Association (JMSA)

Organization Coordinator:
Sahar Askarinam, Michael Lor

Our Mission & Goals:
The Jewish Medical Student Association (JMSA) supports Jewish life for medical students at UCLA and promotes study of the Jewish tradition and its contributions to the field of medicine.

Events, Opportunities Offered by our Organization:
Shabbat and holiday dinners.
A network of Jewish students, leaders, and Rabbis both on and off of campus.
Lunch and learn with Rabbi Aryeh Kaplan from UCLA Hillel and Rabbi Gurevich of UCLA Chabad.
A lunch talk with Rabbi Mark Borovitz of Beit Tshuvah on addiction and rehabilitation.
A lunch talk with Rabbi Farkas of Valley Beth Shalom on the medical role in helping the homeless population.
What we are Looking for in a Candidate:
We are looking for candidates who are passionate about expanding and enriching Jewish life at DGSOM in all its forms. Candidates should foster deep respect for the wide range of Jewish identity at DGSOM. Candidates should be interested in providing access to Jewish culture, study, and community for any and all students at DGSOM.

Available Positions:
Two co-president positions

Position Titles, Roles, Expectations:
Plan and organize events. Be a resource and advocate for the Jewish students of DGSOM.

Requirements for Applying or Pre-Requisites:
An interest and a sense of investment in Jewish life at DGSOM.

Our Organization’s Applicant Process:
Please contact coordinator

Application Timeline Process:
Please contact coordinator

Time in which we intend to notify applicants:
Please contact coordinator

What means should applicants use to Contact Us with Questions.

saskarinam@mednet.ucla.edu
MLor@mednet.ucla.edu

Latino Medical Student Association (LMSA)

Organization Coordinator(s):
Adam Pena
Ruth Miranda

Our Mission & Goals:
The Latino Medical Student Association (LMSA) at the David Geffen School of Medicine at UCLA and Charles R. Drew University of Medicine and Science is a network of students, alumni, and health professionals whose mission is to promote the development of Latino students through educational, volunteer, professional and networking opportunities to foster diversity, higher education, and the improvement of the Latino community.

**Events, Opportunities Offered by our Organization:**
Lennox Health Fairs 2x/year -Diversity Awareness Month -Recruitment -Health Disparities Luncheon -LMSA socials/mixers -Mentorship opportunities -Medical Spanish practice -LMSA Alumni Mixer Dodgers Night -LMSA Holiday Posada Fundraiser -LMSA Summer Leadership Conference

**What we are Looking for in a Candidate:**
Commitment to promote health and well-being amongst all communities and help cultivate LMSA’s mission statement.

**Available Positions:**
Current chair positions:
1) LMSA co-chairs (2)
2) Secretary (1)
3) Fundraising/Treasurer co-chairs (2).
4) Community Relations/Community Partnership chair (2)
5) Undergraduate and Alumni mentorship co-chairs (4-5)
6) Lennox Fair coordinator chairs {Head Coordinators (2), Student Volunteer Coordinator(1), Physician Volunteer Coordinator (1), Advertising Coordinator (1), Supplies Coordinator (1)}
7) Medical Student Representatives (4)
8) Historian/Webmaster co-chairs (1)

**Position Titles, Roles, Expectations:**
1) LMSA co-chairs (schedule and run all meetings, including general LMSA as well as board meetings; point-of-contact for all outside inquiries and negotiations; report to Regional Board Meetings in cases where MSR’s are unable to attend)
2) Secretary (Responsible for keeping and reporting all board minutes)
3) Fundraising/Treasurer co-chairs (maintain and keep records of all UCLA/CDU LMSA chapter accounts; create new and exciting ways of getting $$$);
4) Community Relations/Community Partnership chair (responsible for developing a professional 68 relationship with other community organizations or entities)
5) Undergraduate mentorship co-chairs (recruit and support new mentees; creating workshops (study, time management, applications process, etc) for undergrads; plan and run mentorship events)
6) mentorship chair (plan and run med student/faculty/alumni mixers)
7) Lennox Fair coordinator chairs {Head Coordinators (2), Student Volunteer Coordinator(1), Physician Volunteer Coordinator (1), Advertising Coordinator (1), Supplies Coordinator (1)} (responsibilities include planning and running 2 separate health fairs: organizing all utilities, volunteers and providers
8) Medical Student Representatives (contribute “MSR Reports” to the Regional Board; attend and vote at Regional Board Meetings [subsidized])
9) Historian/Webmaster co-chairs (update website with events, opportunities and photos)

*roles and positions are subject to change

**Requirements for Applying or Pre-Requisites:**
Currently enrolled UCLA medical student (UCLA medical students taking time to do research, pursue a masters or PhD are also eligible).

**Our Organization’s Applicant Process:**
Complete application/attend election
Application Timeline Process:
Application available on-line: Mid-late December
Applications due 1/3/2018
Applicants Deliver Speeches: The first week of January
Electronic Elections: The first week of January

**Time in which we intend to notify applicants:**
TBA

**What means should applicants use to Contact Us with Questions.**
APPena@mednet.ucla.edu
RMiranda@mednet.ucla.edu

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**Medical Gay & Lesbian Organization (MedGlo)**

**Organization Coordinator(s):**
Haley Vertelney, Rachel Borthwell

**Our Mission & Goals:**
The Medical Gay and Lesbian Organization (MedGLO) is the social and support network for UCLA medical students, residents and faculty who identify as, or are allies to, gay, lesbian, bisexual, transgender, questioning, and intersex individuals. As a student and faculty organization, we strive to provide networking and social opportunities to connect with likeminded health professionals and students. Our organization provides mentorship opportunities to help support the personal and professional growth of students and junior staff members.
As a student organization, we strive to educate the School of Medicine and university communities about health issues facing LGBTQI patients and advocate on their behalf for competent and compassionate care. Although many strides have been made toward equality, many health disparities involving mental health, cancer, access, and many others still exist. It is up to us as future health care professionals to help close them. We believe that all physicians, future physicians, medical personnel, and those at risk should know the health disparities of LGBT communities.

Specific Goals/Achievements include:
- Augmenting the curriculum to provide more in-depth information for LGBTQI patient care, both medical and psychiatric
- Disseminating opportunities to the UCLA Med community about events related to LGBTQI health care
- Planning the second annual 2016 Southern California LGBT Health Conference

Events, Opportunities Offered by our Organization:
- Wine & Cheese Social - an introduction to MedGLO and an opportunity for DGSOM medical students to meet potential future physician and medical student mentors, and to facilitate a collaborative environment between medical students, faculty, and physicians.
- Mentorship Opportunities with Lavender Health Alliance
- LGBTQI Patient Panel - a patient panel that addressed barriers to healthcare for LGBTQI persons of color, patient/doctor relationships for LGBTQI patients, and advice for current and future providers.
- Lunch Talk Lecture Series: LGBT+ physicians and/or physicians who care for LGBT+ population come speak during lunch about their areas of expertise
- Southern California LGBT Health Conference

What we are Looking for in a Candidate:
- MS1s who are interested in promoting and growing MedGLO as a second year and beyond.
- Everyone who believes that LGBTQI patients have a basic human right to adequate healthcare, or who supports those who are LGBTQI in medicine is welcome within MedGLO. Requests for confidentiality will be respected.

Available Position Titles, Roles, Expectations:
Roles are flexible depending on interests of officers

- President Internal: The president (internal) is responsible for managing administrative tasks within the school of medicine (meeting/communications with LGBT Leadership council at UCLA, meeting with the dean of student affairs, coordinating events/lunch talks with other student interest groups.
- President External: Maintains relationships with leadership from other schools and professional organizations (SCLMA, LA LGBT Center), attends board meetings, and coordinate events with these groups.
- Secretary: handles email communications/maintains org email account, takes meeting minutes.
- **Treasurer:** fundraising, grant writing, maintains relationships with sponsors for future funding opportunities.
- **Publicity Chair:** creation of flyers and marketing materials, web page updates, business cards.
- **Social Chair:** help organize 1 social event each block, coordinate attendance at professional networking event.
- **Service/Mentorship Chair:** Organize service events/manages mentor programs.
- **Alumni Liaison**
- **Trans Task Force Liaison**

**Requirements for Applying or Pre-Requisites:**
- Have attended at least one MedGLO event
- Willingness to take initiative in the full spectrum of our events

**Our Organization’s Applicant Process:**
Please contact coordinators

**Application Timeline Process:**
Please contact coordinators

**Time in which we intend to notify applicants:**
Please contact coordinators

**What means should applicants use to Contact Us with Questions.**

hvertelney@mednet.ucla.edu
RBorthwell@mednet.ucla.edu

**Medical Students for Choice (MSFC)**

**Organization Coordinator(s):**
Emily Jones, Ariel Hart, Sarah Lawrence (co-coordinators)

**Our Mission & Goals:**
Medical Students for Choice is a national organization that works to destigmatize abortion provision among medical students and residents, and advocates for medical schools and residencies to include abortion training as part of their reproductive health curriculum. As the DGSOM chapter, our mission is to promote these goals at a local level, to educate students about abortion and other critical family-planning practices, and to empower our medical students to advocate for reproductive rights and choice on a local and national level.

No matter which specialty a medical student chooses, s/he will have patients that become pregnant and must make a decision about the pregnancy. Being well-educated about these options, including abortion, will give students the power to provide the best possible care, both during school and in their future careers. In addition, trained abortion providers are essential to promoting reproductive rights, as
they allow women to safely and legally access abortion if they choose. Teaching medical students about abortion policies and procedures during their training will ensure that everyone is well equipped to educate their patients on all of their reproductive options.

Goals:
1. Spark medical student interest in abortion and family planning.
2. Give medical students at DGSOM the opportunity to explore careers in family planning/ob-gyn/abortion provision.
3. Fill gaps in the curriculum about abortion and family planning (access, procedure, etc.)
4. Provide medical students with skill-building workshops related to abortion and other reproductive planning procedures (vacuum extraction, IUD insertion, Implanon insertion, etc.)
5. Give medical students the tools and skills to be advocates for equal access to reproductive choices among all socioeconomic statuses, both in and beyond LA.
6. Give medical students an opportunity to be local and national leaders in reproductive decision-making.
7. Encourage dialogue and destigmatize abortion provision within DGSOM.

**Events, Opportunities Offered by our Organization:**

1. **Community meetings**
   a. Meet with local MSFC members and family planning physicians to network with and draw support from local pro-choice students and physicians. Learn from physicians about the importance of abortion provision and the path to being a pro-choice doctor. Work as a community to structure the goals of the organization and plan future activities.

2. **Skills workshops:**
   a. Learn skill such as IUD insertion and manual vacuum aspiration in a hands-on environment.

3. **Movie night**
   a. Watch documentaries or fictional films related to abortion and reproductive rights, and use them as a jumping-off point for discussion.

4. **Curriculum Reform**
   a. Work with MSFC national and the DGSOM faculty and community to promote curricular changes.

5. **Conference on Family Planning**
   a. Coordinators and interested members have the opportunity to attend MSFC’s annual Conference on Family Planning, a weekend educational conference that provides hands-on training, thoughtful discussions, and a chance to network with a global community of students and mentors.

6. **Reproductive Health Externships & Abortion Training Institutes**
   a. MSFC National provides many training opportunities for interested students to build their skills and learn more about abortion provision.

**What we are Looking for in a Candidate:**
Applicants should be enthusiastic about MSFC’s mission, committed to growing our DGSOM chapter, and passionate about promoting reproductive choice and abortion access as medical students and future physicians.

Available Positions:
- Co-coordinator (2)
- Curriculum coordinator (1)

Position Titles, Roles, Expectations:
Co-coordinator (2): The co-coordinators are responsible for working with chapter members, the local community, and the national organization to guide the goals and activities of Medical Students for Choice at UCLA. They will organize lunch talks, skill building-workshops, and other activities; coordinate shadowing opportunities; and maintain relationships with the faculty advisor and UCLA family planning physicians. They will communicate with the national organization and (if possible) attend the annual Conference on Family Planning. Above all, they will promote a passion for reproductive rights, destigmatize discussions of abortion and contraception, and foster a new generation of abortion providers and pro-choice physicians.

Curriculum coordinator (1): The curriculum coordinator will work at a local level to reform or supplement the DGSOM curriculum with comprehensive information about contraception, abortion, and reproductive rights. They will also join and represent DGSOM on the MSFC National Curriculum Working Group phone calls.

Requirements for Applying or Pre-Requisites:
No special pre-requisites are required. Applications should have an interest in abortion and reproductive rights, and have ideas for how to grow and support the DGSOM chapter of MSFC.

Our Organization’s Applicant Process:
We will email an application to our membership. Current co-coordinators will review applications and select incoming coordinators.

Application Timeline Process:
Application Deadline: 01/10/18
Notification: By 02/01/18

What means should applicants use to Contact Us with Questions.
Emily: evjones@mednet.ucla.edu

Students for a National Health Program (SNaHP)/ California Health Professional Student Alliance (CaHPSA)
Organization Coordinator(s):

Emmanuel Aguilar-Posada
Jessica Osorio

Our Mission & Goals:

The mission of SNaHP/CaHPSA is to advocate for the fundamental human right to access health care and to work to transform our health system so that every person has access to health care in the United States. To advocate for universal healthcare access we are part of a national organization that advocates for the creation of a single-payer health system for the nation and a California-based coalition that advocates for single-payer health system and increased access to healthcare in the state.

Physicians for a National Health Program (PNHP) advocates for universal, quality, comprehensive single-payer national health insurance. We believe Health Care to be a fundamental human right that should be provided equitably as a public service rather than bought and sold as a commodity.

The mission of PNHP is therefore to educate physicians, other health workers, students, and the general public on the need for a comprehensive, high-quality, publicly-funded healthcare program, equitably-accessible to all residents of the United States. PNHP's goal is the restoration of what it views as the primary mission of physicians, acting as professional advocates for our patients. Students for a National Health Program (SNaHP) operates under the umbrella of PNHP to organize physicians, medical students, other health workers, and the public in support of this program and promotes discussion of health policy in the U.S. through conferences, lectures, articles, and other methods.

Single-payer national health insurance, also known as “Medicare for all,” is a system in which a single public or quasi-public agency organizes health care financing, but the delivery of care remains largely in private hands. Under a single-payer system, all residents of the U.S. would be covered for all medically necessary services, including doctor, hospital, preventive, long-term care, mental health, reproductive health care, dental, vision, prescription drug and medical supply costs.

California Health Professional Student Alliance (CaHPSA) is an organization of undergraduate, medical students, and health professional students who are interested in developing health advocacy skills that can be utilized to effect change in the healthcare system. Members apply their experiences to communicate the need for an improved Medicare-for-all so that all people have access to necessary health and medical services. To achieve this goal, CaHPSA is developing a roadmap and vision to create the conditions to achieve a single-payer healthcare system in California.

Events, Opportunities Offered by our Organization:

- Lunch Talks
- Workshops
What we are Looking for in a Candidate:
We are looking for engaged individuals who are interested in health policy and advocacy, specifically around single-payer, health equity, and fulfilling the human right to access healthcare.

Available Positions:
Co-Chairs (2)
Secretary and Communications Director (1)
Campus-wide Liaison (1)

Position Titles, Roles, Expectations:
Co-Presidents: The Co-Presidents plan, organize, and coordinate chapter events. They also gain approval for events and funding with the SAO. This position coordinates with other student organizations with similar interests to put on co-sponsored events on campus. Co-Presidents lead regular meetings and help with the logistics of chapter events as well as providing support to the organization, where needed.

Secretary and Communications Director: Will be responsible for keeping and reporting all board minutes and for advertising and promoting events to the student body.

Campus-wide Liaison: Will work with Connecting Californians to Care - Undergraduate (Undergraduate arm of CaHPSA as UCLA) and interested graduate students to strengthen awareness of the large percentage of the population that remains uninsured, educate students on single-payer health systems, raise awareness of relevant policy proposals, and offer guidance on event programming.

Requirements for Applying or Pre-Requisites:
No special prerequisites are required, but applicants should have an interest or want to learn more about advocating for single-payer and healthcare-for-all.

Our Organization’s Applicant Process:
1. Choose up to two (2) positions for which you would like to apply. Please indicate your preferred position if choosing two.
2. Write one statement answering “Why are you interested in joining SNaHP/CaHPSA’s leadership?” and any ideas you have for next year. Statements should be between 200 and 300 words. You may also include relevant qualifications and past experience in similar roles.
3. Submit your statement through the following form: https://goo.gl/forms/VCzwYHpoHKsaqHFg2
Please include full name, year in medical school, position(s) to which you are applying, and statement.

4. The current co-chairs may request a brief interview, pending the number of applicants.

Application Timeline Process:
• Applications open December 5th, 2017 and are due Monday, January 8th, 2018.

Time in which we intend to notify applicants:
Within one week of application submission deadline

What means should applicants use to Contact Us with Questions.
Emmanuel Aguilar-Posada (eagularposada@mednet.ucla.edu)
Jessica Osorio (jrosorio@mednet.ucla.edu)

Student National Medical Association (SNMA)

Organization Coordinator(s) (Holding the position of Chapter Co-Presidents):
Varina Clark & Devon Carter

Our Mission & Goals:
The Student National Medical Association (SNMA) was established because of a need to produce competent and compassionate physicians to serve minority and indigent communities. These communities suffer from illnesses and deprivations that are both appalling and unacceptable in comparison to the majority community. SNMA was founded to foster within minority students an obligation to excellence and to produce quality health-care teams armed with the knowledge, skill and insight to practice medicine within underserved communities. We are the student counterpart to the National Medical Association.

Events & Opportunities Offered by our Organization:
• Project Santa Claus (in conjunction with the Charles R. Drew Second Year Class Council)
• Synergy Health Fair
• “Rap N Snak”: Quarterly Reflection and Community Bonding with Faculty
• Women’s Empowerment Brunch
• Mentor Mixer
• Regional Medical Education Conference (Regional Meeting)
• Annual Medical Education Conference (National Meeting)
• MLK Day of Service
• Longitudinal Community Service
• Mock MMI and Medical School Application support
● Underrepresented in Medicine (UIM) Resident Roundtable and other Resident programming
● Programming with UCLA MAPS Chapter
● Multiple opportunities to get involved at both the regional and national level of the organization

What We are Looking for in a Candidate:
Having an understanding of the legacy of the National Medical Association (NMa) and the Student National Medical Association (SNMA) is a necessity in this position. To be able to address and understand the needs of disparate communities is a fundamental to being able to well manage this role. Students must be committed to radical wellness and radical excellence, meaning that they keep in mind that they are students first and only from this position as a student can we well execute on being a champion of the SNMA. Leaders should be able to maintain relationships with faculty and residents, while also remembering that they are advocates for students first. Candidates should be able to work well with co-president and facilitate leadership to manage all levels of the executive board.

Available Positions:
● Co-President (2)
● Vice President
● Treasurer
● Secretary
● Historian
● Community Service Liaison
● MAPS Coordinator (2)
● Synergy Coordinator (2-3)
● Social Chair
● Webmaster

Position Titles, Roles, Expectations:
● Co-Presidents: responsible for overseeing, coordinating, and delegating all SNMA projects and events. The president will be responsible for holding monthly meetings to assess progress of projects, planning for the future, recapping on past events. Major projects spearheaded by the presidents should reflect national protocols. Regional calls are to be attended and national report forms are also to be completed by the Co-Presidents. The president will also serve as the liaison between the chapter and the SAO, regional SNMA, national SNMA and local/national organizations within Los Angeles. The president will also attend (or find representatives to attend) the Annual Medical Education Conference and the Region I conference. The president is also responsible for meeting with the SNMA faculty advisors monthly regarding all SNMA events. The President will also serve as the ABWP and Charles R. Drew Society liaison responsible for communication with the leadership of the ABWP and Charles R. Drew. Time commitment will vary depending on events but will be approximately 2.5 - 5 hours/week.
• **Vice President:** responsible for assistance with all events coordinated by the SNMA chapter. The VP is also responsible for moderating and forwarding all appropriate emails to the SNMA list serve. The VP is responsible for supporting Project Santa Claus with the Community Service Coordinator. The VP will serve as leader in the absence of the co-presidents and is responsible for the submission of the annual Chapter Update Form. The vice-president may also attend the annual Annual Medical Education Conference and the Region I conference.

• **Treasurer:** responsible for creating a yearly budget, spearheading quarterly fundraising events, personal reimbursements, writing the quarterly financial report and maintaining and reporting on the status of the SNMA general account. The treasurer will also assist in the coordination of all SNMA chapter events. The treasurer will also be responsible for coordinating funding for the Annual Medical Education Conference.

• **Secretary/Historian:** responsible for taking minutes at each Executive Board and General Body meeting. This person will also assist in the publicity of all SNMA events including flyers, emails, and in-class announcements. Additionally, this person will be responsible for scheduling all meetings (scheduling a date and reserving a room) in coordination with the president, taking photos at all events, maintaining an updated list of all events, completing the quarterly activities presentation and chapter report form, and maintaining the website and calendar. This position requires ownership of, or access to, a digital camera.

• **Community Service Liaison:** responsible for spearheading Project Santa Claus and MLK Day of Service along with the Vice President. This person works closely with the Charles R. Drew administration to coordinate vendors, booths, volunteer sign-up and gift donations. Must be willing to travel to the Charles R. Drew University when needed.

• **MAPS Coordinator:** responsible for monthly communication and the planning of events with the Los Angeles undergrad chapter partners. The MAPS coordinators responsible for planning all MAPS related events and coordinating with the Office of Admissions in regards to the SNMA hosting program for interviewees. MAPS coordinators will also work with NMA to coordinate mentorship events with SNMA and MAPS.

• **Synergy Coordinator:** To plan, organize and run a successful health fair. Must check in with SNMA faculty advisors prior to, and during, the planning of the health fair and they also must attend the “Planning a Health Fair: Protocols and Requirements” workshop held by the Student Affairs Office at the beginning of the year. Duties include finding a venue at which to hold health fair, establishing a good relationship with the school / venue, contacting and organizing community partners to be a part of the health fair, and recruiting physicians to help at health fair. The committee should begin publicizing early, as soon as ideas are cleared by advisors and dates are chosen. Time commitment: Spring, Summer, and Fall (need to start early).
Social Chair Description: responsible for coordinating events with the Student National Dental Association (SNDA) here at UCLA as well as with the SNMA chapter at USC. The social chair will also be in charge of representing SNMA in the organization of cultural awareness week with the Office of Diversity, organizing events for Black history month, and scheduling speakers for lunch talks (minimum of one per semester).

Webmaster: responsible for updating and maintaining the SNMA webpage on the UCLA site and social media pages.

Requirements for Applying or Pre-Requisites:
- Active SNMA Chapter member
- Attendance at least one general meeting and one SNMA sponsored event

Our Organization’s Applicant Process:
- We will send out an elections email informing general body that we will electing members via online ballot.
- We will host in-person speeches for each of the Executive Board Member positions to be given at the General Body Meeting preceding the release of the online ballot
- Each candidate will complete an SNMA application which highlights the following:
  - The position that they would like to run for (up to 3 options), and the option to rank them based on their preference
  - Explain for why they want to hold the SNMA executive position (maximum of 50 words)

Application Timeline Process:
- Candidates will declare intent to run by second Friday of Spring Semester.
- The third week of the semester speeches will be heard.
- Ballots will be sent out online no later than 6pm of the day of speeches (spring semester). Elections will conclude at 6pm on the day after speeches are held.
- Candidates will be contacted by no later than 10 pm on the day after speeches are held.
- Winners will be announced no later than 1 pm on the Friday after speeches are heard during spring semester.

Time in which we intend to notify applicants:
- See above

What means should applicants use to Contact Us with Questions.
- Varina Clark - VClark@mednet.ucla.edu
- Devon Carter - DJCarter@mednet.ucla.edu

COMMUNITY & SERVICE ORGANIZATIONS
Anatomy Academy
Organization Coordinator(s): Orly Bell, Jonathan Warren, Andrea Araujo, Vadim Osadchiy

Our Mission & Goals:
Anatomy Academy is a student-run organization with a commitment to improve the health education of children living in the Westwood Salvation Army housing facility and in other local underserved communities. The primary focus of Anatomy Academy is to establish visits to Westwood Salvation Army housing facility and to create other opportunities for medical students to interact with school-aged children with the purpose of providing relatable, fun and educational experiences for children. We hope to promote an understanding of health and interest in science and medicine among children from various backgrounds. Members of the group will collaborate with each other and faculty to engineer relevant, interesting and interactive lessons for children of varying ages.

Events, Opportunities Offered by our Organization:
1. Monthly visits to the Westwood Salvation Army housing facility - these visits consist of carrying out lesson plans surrounding various organ systems or health topics
2. Collaboration with other groups to provide opportunities to work with, inspire, and educate children. These include working at health fairs such as the Lennox Health Fair and the Synergy Health Fair as well as frequent collaboration with the Ultrasound Interest Group.

What we are Looking for in a Candidate:
We are looking for students who are excited about science and medicine and can share their excitement with children of all ages. For leadership positions in Anatomy Academy, it is especially important that leaders are motivated and organized as this is an organization that is entirely driven by student interest and creation of opportunities for their peers to volunteer and interact with children.

Available Positions:
Head Coordinators: 2 positions
Salvation Army Coordinator: 1 position
Expansion Coordinators: 1 position

Position Titles, Roles, Expectations:
Head Coordinators: This position will coordinate events and equipment, organize SAO/MSC paperwork, and collaborate with each other and faculty to engineer relevant, interesting and interactive lessons for children of varying ages. These students will also oversee the coordination of volunteers at the different events organized by this group.
Salvation Army Coordinator: This person will be in charge of coordinating monthly visits to the Westwood Salvation Army housing facility. Coordinating these visits entails communicating with staff at the Salvation Army, advertising the visits to both the medical student volunteers and to the families at the Salvation Army as well as renewing agreement with Westwood Salvation Army Housing Facility.
Expansion coordinator: This person will be in charge of identifying and expanding Anatomy Academy to reach more communities and provide new opportunities for medical students to engage with children.
We have expanded significantly the number of medical students who can attend this year, and recognize the need for outreach within the greater Los Angeles community to other underprivileged children.

**Requirements for Applying or Pre-Requisites:**
Must have attended at least 1 Anatomy Academy event (Lennox Health Fair included) by the end of the first semester.
Must have enthusiasm for improving the health education of underprivileged children in the Westwood and greater Los Angeles communities.
Must be committed to growing Anatomy Academy to other facilities in order to expand outreach.

**Our Organization's Applicant Process:**
Interested MS1s will complete an application, detailing their interest and qualifications for leading Anatomy Academy during the 2016-2017 academic year. This application will be emailed to our email list serve on December 6. The new coordinators will be selected based on this application. There will not be an interview process.

**Application Timeline Process:**
- Open application on December 6
- Anyone interested should fill out the form by January 6
- Select and notify new coordinators by January 10
- Email Mary Ann the names of the new coordinators by January 12

**Time in which we intend to notify applicants:**
Applicants will be notified by January 10

**What means should applicants use to Contact Us with Questions?**
Orly Bell OBell@mednet.ucla.edu
Jonathan Warren Jonathanwarren@mednet.ucla.edu
Vadim Osadichy vosadchiy@mednet.ucla.edu
Andrea Araujo acarauij@mednet.ucla.edu

**UndocuMed Students and Allies (UMSA)**

**Organization Coordinator(s):**
Mithi del Rosario
Roberto Gonzalez-Huerta
Maxwell Hellmann
Jetrina Maque
Samantha Mohammed
Maria Ruiz

**Our Mission & Goals:**
Our mission is to collectively provide support for undocumented students affiliated with UCLA and CDU who are pursuing careers in health care. Our goals are to:

1. Increase funds, such as loans and scholarships, for undocumented students pursuing health careers.
2. Educate students and faculty about how immigration status impacts students, patients, providers, and the community at large.
3. Advocate for policy changes that lead to sustainable solutions for undocumented students pursuing health careers.

Events, Opportunities Offered by our Organization:
UMSA seeks to create immediate and long-term changes through various events focused on policy, education, and increasing funds as outlined in our mission. Examples of events/opportunities include advocating for the DREAM Act, organizing educational events such as documentary screenings and panels, submitting and advocating for policy resolutions via AMA/CMA/LACMA, leading an MS1 orientation week training on undocumented people and structural barriers to health, authoring or finding authors of op-ed pieces, among others. UMSA works with other SIG’s (e.g. APAMSA, LMSA, SNMA, etc.) to organize these events.

What we are Looking for in a Candidate:
We are looking for leaders who are passionate about our mission of supporting undocumented individuals as students, patients, and community members. Candidates should be pro-active, focused, able to create structure in shifting environments, and organized. Leadership experience or experience in development, policy, or education are a bonus but certainly not necessary.

Available Positions:
Development Chair
Education Chair
Policy Chair
Communications Chair

Position Titles, Roles, Expectations:
UMSA was thoughtfully designed to be as flat an organization as possible to nurture equal working relationships amongst a collective community. As such, the titles/roles below are not intended to imply any hierarchy in importance and are flexible in assignment of responsibilities or new titles as the new board sees fit.

Development Chair: Manage initiatives to increase funds for undocumented medical students at DGSOM by working with faculty, DGSOM/UCLA administration, financial aid office, development office, deans at other schools, local health systems, etc. This role works closely with the Policy Chair, particularly for long-term solutions. Examples include: set annual fundraising goal based on conversations with current undocumented students, plan fundraisers (large or small), organize drive to
find micro-loan co-signers, researching health systems or banks that can offer loans to students, and work with the Policy Chair to research opportunities for policies that can be changed or utilized to provide financial resources for undocumented medical students.

**Education Chair:** Coordinate and plan educational opportunities at the institutional, local, state, and/or federal level. Examples include: continue providing the MS1 orientation week training on structural barriers to health for undocumented populations, write or find authors of op-ed pieces, organize undocumented patient/provider panel, work with faculty and SAO to further develop cultural competency curriculum, assist with bioethics selective and bioethics symposium in sessions or classes focused on undocumented patients. Time Commitment: varies as projects come up throughout year.

**Policy Chair:** Manage policy initiatives at the institutional (i.e. UCLA/DGSOM), county, state, and/or federal level in conjunction with DGSOM’s student chapter of the American Medical Association (AMA) and Pre-Health Dreamers (PHD). This role requires writing, submitting, and/or advocating for policy resolutions through various avenues (e.g. AMA or state legislature) with the support of AMA, PHD, and UMSA members. You are not expected to know how to do this right away, but you should be pro-active about and self-directed in learning how to do it. Time Commitment: CMA policy resolutions are submitted early in the school year (early August), so the workload is heavier at the beginning and can lighten later if other policy initiatives are not taken on. We encourage the new Policy Chair to seek out other means of tackling policy throughout the year.

**Communications Chair:** Manage internal and external communications. Examples include: schedule meetings and take notes, distribute announcements to mailing lists/FB/classes, write a monthly update e-mail to the allies list (non-medical students), update the website as needed, manage social media accounts (Instagram, Facebook, Twitter), maintain organization of the Google Drive. This person should have strong written communication skills, be very organized, and be comfortable using or learning various online tools/websites (e.g. Google Docs, MailChimp, WordPress, IG, FB, Twitter). Time Commitment: varies, but generally requires less time than the other roles.

**Requirements for Applying or Pre-Requisites:**
All applicants must be interested in advocating for our undocumented colleagues and learning more about issues relevant to the UMSA mission.

**Our Organization’s Applicant Process:**
Application will be e-mailed and posted on Facebook.

**Application Timeline Process:**
Contact coordinators.

**Time in which we intend to notify applicants:**
Contact coordinators
What means should applicants use to Contact Us with Questions.

mdelrosario@mednet.ucla.edu

Medical Education Interest Group (MEIG)

Organization Coordinator(s):
Sean Treacy-Abarca
Marisela Aguilar
Andrea Araujo

Our Mission & Goals:
Available Position Titles, Roles, Expectations:
- 2-3 Co-coordinators:
  - The co-coordinators will lead the effort to continue organizing medical education events and program development throughout the year. Their primarily role is to conduct evidence based interventions for improvement of the DGSOM curriculum with a particular focus on Underserved Medicine, Health Disparities, and URM success. These efforts could culminate in the creation of a new selective based on these goals, or improvement of the new Block 1 health disparities curriculum. They will have the opportunity to work closely with numerous faculty and administration at DGSOM.

Specific Goals/Achievements include:
2) Created the first Student Lead Educational Intervention Study: Utilized the first data driven intervention to understand the effectiveness of the new Health Disparities Curriculum for Block 1 working with the various MedEd faculty mentors.

Events, Opportunities Offered by our Organization:
1) Careers in Medical Education Panel
2) Health Disparities Curriculum Development Forum

What we are Looking for in a Candidate:
We are looking for 2-3 highly motivated MS1s who are interested in leaving a lasting impact on the DGSOM curriculum with a particular focus on health disparities curriculum improvement.

Requirements for Applying or Pre-Requisites:
No special pre-requisites are required. Applications should be interested in medical education.

Our Organization’s Applicant Process:
An application will be posted on the facebook page and emailed to current student org members.

Application Timeline Process:
1st week of December: Applications sent out
2nd week of December: Application deadline

Time in which we intend to notify applicants:
3rd Week of December at the latest.

What means should applicants use to Contact Us with Questions:
If interested, please contact/email the current coordinators, Sean (streacyabarca@mednet.ucla.edu), Marisela (mnaguilar@mednet.ucla.edu).

Mobile Clinic Project at UCLA (MCP)

Organization Coordinator(s):
Amrita Ayer, Alyscia Severance, BuMin Kong, Eric Haunschild, Matt Hing

Our Mission & Goals:
The Mobile Clinic Project at UCLA is a student-run, nonprofit street-side clinic that provides primary care health services through a collaborative, multi-disciplinary approach with a team of undergraduate, medical, and public health students. Specifically, we aim to improve the health and quality of life of the homeless and other vulnerable population in the greater Los Angeles area through direct medical care, health promotion and disease prevention activities, social support and case management, and referrals to medical and social resources.

Events, Opportunities Offered by our Organization:
The UCLA MCP offers weekly clinics offered at one or more sites: West Hollywood and Santa Monica. First-year medical students are invited to participate by providing direct medical care under the supervision of an attending physician. Medical students not only learn valuable history taking, physical examination, and oral presentation skills, but also empathetic communication, and team-building skills. The UCLA MCP offers an avenue for students to provide a direct serve to the community while learning about the unique medical, social, and legal challenges that face the homeless population everyday.

What we are looking for in a Candidate:
1. Leadership skills
2. Professionalism
3. Strong ability to work with others
4. Innovative and holistic approach to make healthcare more accessible for the underserved
5. Experience with underserved population preferred

Available Positions:
Position Titles, Roles, Expectations:
There will be 3 West Hollywood (WeHo) site coordinators and 2 Santa Monica – OPCC (Ocean Park Community Clinic) site coordinators
Roles entail coordinating medical student volunteer, working with attending physicians, public health students and undergraduate caseworkers to maintain clinic flow
Expectations: WeHo site coordinators need to be free every Wednesday night from 5-9pm, while OPCC site coordinators need to be free every first and third Saturday from 8:30am-12pm. Additionally, a weekly 1-hour meeting to discuss any pertinent clinic issues, resource allocation, special projects, clinic improvement, etc.

Requirements for Applying or Pre-Requisites:
Good academic standing and flexible schedule

Application Timeline Process:
January 6th – application due
Interviews will take place January 9th-12th

Time in which we intend to notify applicants:
January 13th

What means should applicants use to Contact Us with Questions.
WeHo Site Coordinators:
1. BuMin Kong
2. Eric Haunschild
3. Matt Hing
OPCC Site Coordinators:
1. Alyscia Severance
2. Amrita Ayer
Feel free to contact with any questions regarding the positions.

Operation Mend Medical Student Organization (OMMSO)

Organization Coordinator(s)

Maria Ruiz, Coordinator

Our Mission & Goals
Operation Mend is a unique partnership between the UCLA Health System, Brooke Army Medical Center in San Antonio, Texas, and the VA Healthcare System. It was established in 2007 to help treat U.S. military personnel wounded during service in Iraq and Afghanistan. Its vision is to provide the absolute best in patient care by collaborating with military medicine to jointly provide servicemen and servicewomen with the best technology and medicine available in both the private and public sector.

The Operation Mend Student Organization will provide a support system of students providing education to the community of future healthcare professionals, leadership opportunities for students, service to veterans and Operation Mend patients, and awareness of the project. Through speakers, workshops, and volunteering, our mission is to support the larger Operation Mend organization, advocate for education of health professionals in veterans’ health issues and engage in service to veterans. Students will gain an understanding of the mission of the project, and be able to give back to these wounded warriors and their families in their own way. Operation Mend Student Group hopes to support the broader UCLA Operation Mend organization, including its sister organization, Operation Mend Undergraduate Organization, and provide medical students a means of donating their time supporting the cause and learning more about the services provided.

Events, Opportunities offered by our Organization

- Lunchtime lectures and panels
- Shadowing at the West LA VA: OMMSO’s objectives for the second half of the school year include arranging a shadowing and service experience for medical students interested in working with veterans. Dr. Anjani Reddy helps to run a clinic for homeless veterans at the West LA VA, and OMMSO is in the process of gauging MS1 and MS2 interest in shadowing there. If successful, OMMSO may petition for establishment of a selective there.
- Shadowing on Operation Mend surgical patient cases: OMMSO leadership is currently working to create a way for vetted medical students to shadow these complex cases.
- Support of OMUA: Participation in a pre-medical panel discussion with OMUA members. Many OMUA members are interested in medical or other health graduate school, and attending a Q&A with them is a great way to strengthen the bonds between our organizations.

What we are looking for in Candidate

The OMMSO coordinators for 2017-2018 should be interested in the topic of veterans’ health issues, aware of some of the issues that significantly impact veterans’ health, and express a desire for service to veterans. Candidates should have the personal attributes of empathy, sensitivity and open-mindedness.

Available Positions

Two co-coordinator positions.

Position Titles, Position Roles, Expectations
2 co-ordinators will organize lunch talks, community outreach projects, and other gatherings for students to learn about veterans health; apply for funding; promote events.

**Requirements for Applying or Pre-Requisites**

Interest in veterans health

**Our Organization Applicant Process**

You can fill out the application at the following link: https://goo.gl/forms/NBQ2gCL9Rz1jFyrf2

**Application Timeline Process**

Application is due on January 27th, 2018

**Time in which we intend to notify applicants**

Selected coordinators will be notified by February 1st, 2018

**What means should applicants use to contact us with questions**

The official OMMSO email, ommso.ucla@gmail.com

**Partnership for Progress (P4P)**

**Organization Coordinator(s)**

Demelio Urbano

Diana Lopez

Jairo Garcia

Jessica Fernandez

**Our Mission & Goals**

Our goal is to provide guidance and direction for underserved and underrepresented South Los Angeles high school students that are interested in pursuing a career in the medical field. This project provides student mentors as role models to influence and encourage them to strive towards their future endeavors. Mentors will educate youths on establishing goals, college matriculation, delayed-gratification, and help them prepare for overcoming potential obstacles.

**Summary:**

- Mentor high school students from the South Los Angeles area
• Scheduled events are provided to facilitate mentor-mentee bonding
• Help introduce a new generation of students to higher education and medicine

**Events, Opportunities offered by our Organization**

1. **“Big Reveal, Meet Your Mentor”**: mentors and mentees are introduced to each other. Mentors and mentees bonds through a series of ice-breakers. Expectations for mentees and mentors are discussed. We formally introduce the P4P mission, including the community projects which each mentee will design. Each project is meant to improve the South LA community.

2. **Project Santa Claus**: Mentees will assist in Project Santa Claus, a health fair at Charles Drew University where underserved families of the Watts community in South LA receive donated gifts for Christmas.

3. **Applying to College, Personal Statement, Scholarships, Mentors “Share Your Story”**: students will be walked through the college application process, learn how to prepare a personal statement, and be introduced to a plethora of scholarships that they can apply. Furthermore, students will learn about the application process for college, including FAFSA. Also, mentors will share with all mentees their personal journeys to a career in medicine.

4. **SAT Prep Workshop**: students will learn how to better manage their time in high school/college, learn study skills from a learning specialist, and how to prepare for the SAT exam. SAT preparation books will be given out to the students for free.

**Clinical Skills, Careers in Healthcare Module, CDU-Pipeline Programs**: students/professionals from a variety of health careers (nursing, medicine, public health) will talk to students about how to pursue a career in each respective field. Students will be educated on proper oral hygiene, how to use a stethoscope, and how to take blood pressure.

5. **Final Presentations, Scholarship Awards, Goodbyes**: Students will present their proposed community service projects and one student will be awarded a scholarship based on their proposal and participation in the program. A mentor will also be awarded mentor of the year.

**What we are looking for in Candidate**

We are looking for a candidate who is interested in working with an underserved community, working with a young adult population, and passionate about mentorship. We are looking for someone dependable and trust-worthy.

**Available Positions**

Mentor Coordinator
Mentee Coordinator
Logistics Coordinator
Feedback Coordinator

**Position Titles, Position Roles, Expectations**

**Mentor Coordinator**

- Contact Mentors to tell them of their acceptance as a mentor
- Contact Mentors to remind them of upcoming events, location information, times, etc.
- Create an “Event Sign-Up” sheet for mentors to choose their one event for the year (all mentors are required to attend the first and last P4P event)
- Set-up carpool sign-up sheets for mentors
- Plan/Oversee preparation/curriculum for workshops with other coordinators
- Write recommendation letters to students who wish to have one upon successful completion of our program

**Mentee Coordinator**

- Contact mentees to let them know of their acceptance into the program
- Contact mentees to remind them of upcoming events, location information, times, etc.
- Contact mentees for any class project reminders and schedule check-ins
- Plan/Oversee preparation/curriculum for workshops with other coordinators
- Write recommendation letters to students who wish to have one upon successful completion of our program

**Logistics Coordinator**

- Contact Joseph Corrao to reserve spaces and arrange for food at Drew during workshops
- Plan/Oversee preparation/curriculum for workshops with other coordinators
- Keep in contact with other coordinators to make sure that both mentees/mentors are informed of the event logistics.
- Take care of event logistics, including creating the event agenda, contacting speakers/presenters, making sure any necessary equipment is available, etc.
· Be present at the assigned event to make sure things run smoothly.
· Find and disburse list of scholarships for students to apply too.
· Contact other pipeline programs at CDU that students may prepped by P4P to join.
· Write recommendation letters to students who wish to have one upon successful completion of our program

Feedback Coordinator
· Prepare and administer surveys about workshops to mentees and mentors
· Ensure all surveys are completed in a timely manner
· Plan/Oversee preparation/curriculum for events with other coordinators
· Write recommendation letters to students who wish to have one upon successful completion of our program
· Serve as an extra mentor if needed, on days when mentors are absent
· Take notes during P4P Coordinator meetings, including a section on individual tasks designated to each person
· Upload document to the P4P Drive

Requirements for Applying or Pre-Requisites
All applicants should be in good academic standing and commit to 1-2 hours/week of dedicated P4P time and 3 hours/week during event preparations weeks.

Our Organization Applicant Process
The applicants will fill out a short form about themselves and then give a 2-3 minute speech on what they can contribute to their desired position.

Application Timeline Process
Please email p4pcdu@gmail.com for further information.

Time in which we intend to notify applicants
Contact coordinators.

What means should applicants use to contact us with questions
Applicants can e-mail the board their application at p4pcdu@gmail.com

**Project HEAL**

**Organization Coordinator(s):**
Hemali Panchal and Marisela Aguilar

**Our Mission & Goals:**
Project HEAL (health, education, advocacy, and learning) would be an organization of DGSOM students that travel out to Esteban Torres High School to teach students how to address common health issues and become stewards of health for their communities.

Our curriculum can be divided into three broad themes:
1. Common health problems in the community
2. Personal health and fitness
3. Exploration of health professions and career outreach

Through an engaging series of health education lectures, our goal is to promote well-being and foster a sense of excitement about careers in the health sector among our students, who represent a population underrepresented in medicine. The practical skills and professional pathways component of our program are directed at bridging disparities within the healthcare professions, where minorities continue to be underrepresented. The students in this community will also have a safe space with medical students as their peers to learn healthy practices and ask questions they may feel uncomfortable asking family members or healthcare professionals. Our goals therefore closely align with the CDC’s goal of eliminating social barriers to health and promoting workforce diversity in the health sector to better serve our nation’s increasingly diverse demographic.

Additionally, DGSOM students would gain experience working in a underrepresented community to better understand how the environment of these high school students affect their health practices and beliefs. Expanding our medical students’ ability to educate and communicate with people from all walks of life is an invaluable skill that Project HEAL offers.

**Events & Opportunities Offered by Our Organization:**
Teaching and mentorship opportunities at Esteban Torres High School in East Los Angeles.

**What We Are Looking For in a Candidate:**
Someone who has a knack for teaching and involving students in lessons about health. Health is not necessarily a priority for these high school students, so educating them on the importance of health issues is a paramount task. Someone who can understand how to make the information relatable to the students is ideal. Additionally, someone who is a team builder who can collaborate with students from the Public Health school, undergraduate AMSA, Esteban Torres High School, and Dr. Ohannessian in the Department of Family Medicine. Current involvement with Project HEAL is preferred.

**Available Positions:**
1-4 co-coordinators
Position Titles, Roles, & Expectations:
Co-coordinator: create/plan workshops and recruit medical and undergraduate students for each workshops. Workshop dates and frequency (every 4 weeks) are determined by coordinators and the high school teacher. Effectively communicate with the entities listed above to ensure lessons are organized appropriately.

Requirements for Applying / Pre-Requisites:
Past teaching/mentorship experience

Our Organization’s Applicant Process:
1. Email application forms through our mailing list, due by 1/12/2018. General questions about interests in teaching and past experience with teaching students will be asked. The current coordinators will review the applications and select applicants will be interviewed. 1-4 co-coordinators will be chosen shortly thereafter, by 2/1/2018.

Means Applicants Should Use To Contact Us with Questions:
Email Hemali Panchal (hpanchal@mednet.ucla.edu) and Marisela Aguilar (mnaguilar@mednet.ucla.edu)

Recovering Medical Equipment for the Needs of Everyone Worldwide (RENEW)

· Organization Coordinator(s)
  · General Affairs Coordinators: Lisa Zhang and Lisa Quach
  · Distribution Coordinators: Deanna Wong, Jerry Lou, Elizabeth Aquije, Xin Wang, Lisa Yun

· Our Mission & Goals
  · RENEW is a joint project between the students of the David Geffen School of Medicine and the nurses of the UCLA Ronald Reagan Medical Center. Our mission is to reduce waste and donate equipment to developing countries visited by UCLA medical students and faculty.

· Events and Opportunities offered by our Organization
  · RENEW provides medical students with the opportunity to be the frontline in providing international aid to locations across the globe.
  · If you are interested in international health, plan on spending your summer or a rotation abroad, or are just looking for a flexible volunteer opportunity, RENEW is the perfect group for you!

· What we are looking for in Candidate
  · An enthusiastic and organized individual who works well on a team
Available Positions
6

Position Titles, Position Roles, Expectations
- General Coordinator (1)
- Distribution Coordinator (5)

Requirements for Applying or Pre-Requisites
- General Coordinator – strong organization and administrative skills
- Distribution Coordinators – strong organization skills, self-motivated, access to car or transportation to warehouse in Santa Monica
- Complete online application listing the position you are applying, reasons for why you are interested in the position and past experience related to the position you are applying for.

Online application found at:

https://docs.google.com/forms/d/e/1FAIpQLSdEnyi8wmF1TQDarLcc4S-W1DBIWy0vE4x4xawxYyPwS6A/viewform?usp=send_form

Application Timeline Process
- Applications due: 1/10/18

Time in which we intend to notify applicants
- Applicants notified: 1/13/18
- Decisions to accept: 1/16/18

What means should applicants use to contact us with questions
- Lisa Zhang – shiliangzhang@mednet.ucla.edu

Sex & Cookies (S&C)

Organization Coordinator(s):
Elaine Chan and Rachel Parks (and Public Health students Ledaly Blandino)

Our Mission & Goals:
To foster open, supportive, accurate and sex-positive dialogue about sexuality and sexual health on the UCLA campus in order to improve the sexual well-being of UCLA undergraduate students and empower Resident Assistants, Public Health graduate students and Medical students to be leaders and role models.

Goals:
1. The goal of Sex and Cookies is to improve the sexual health of UCLA students living in dorms by improving their knowledge and communication skills through discussions about communication, sexuality, consent, sexually transmitted infections, and contraception.
2. Sex and Cookies also aims to empower Resident Assistants with sexual health knowledge and communication skills in order to serve as valuable resources and support persons for their students.
3. Finally, through training and facilitation of Sex and Cookies discussions, Medical and Public Health students will develop their health education and sexual health communication skills.

Events, Opportunities Offered By Our Organization:
In the fall we run an initial training session with medical students and public health students, which introduces our mission, teaches how to run a Sex and Cookies session in the undergraduate dorms, and reviews contraception/protection and STDs. During fall, winter, and spring quarters, we will hold sexual health discussions approximately weekly (~10 total sessions per quarter) in the undergraduate dorms. Sessions are facilitated by mixed groups of public health and medical students, and held on weekday evenings.

What We Are Looking For In A Candidate:
Students should be interested in educating about sexual health, consent, and healthy relationships. Candidates should enjoy working with a team, and be relatively organized and good at communicating with others. These individuals should have led (or plan to lead) at least one session during the current undergraduate year. Enthusiasm is key!

Available Positions:
Coordinators (4 total; ideally 2 medical students & 2 public health students)
Roles:
1. Training & Logistics
2. Residence Halls Outreach
3. Community & Curriculum
4. Finances & Supplies
5. Research (*will depend on availability of faculty*)

Position Titles, Roles, Expectations:
Each year, ideally, 2 public health and 2 medical student coordinators are selected. Coordinators are involved the following activities: organizing curriculum, training new facilitators, scheduling programs, providing outreach to the UCLA campus community, and research. All applicants will rank the activities they are interested in; however, your ranking will have no impact on the selection of future coordinators in the interest of fairness. We will select the applicants we feel will be the best leaders for the program. Once selected, if 2 coordinators are interested in the same responsibilities, it will be the responsibility of the new coordinators to decide on who performs those activities. The tasks delegated to each role may also be re-arranged depending on the interests and skills of the incoming coordinators.

1. Training & Logistics: Communicate with medical and public health student facilitators; plan and organize facilitator training; schedule facilitators for sessions.
2. **Residence Halls Outreach**: Communicate with RAs and the Office of Residence Life; schedule sessions with RAs; organize Sex and Cookies involvement in RA trainings.

3. **Community & Curriculum**: Organize and update curriculum; maintain contacts with campus organizations including Center for Reproductive Health Services, Greek Life Office, and Reproductive Health Interest Group.

4. **Finances & Supplies**: Manage Sex and Cookies budget; order supplies and cookies; organize supply kits; apply for funding from MSC and the AIDS Institute; maintain relationship with Art and Global Health Center financial office.

5. **Research (optional; depends on availability of faculty)**: Work closely with Ian Holloway (School of Public Affairs), Gail Wyatt (Faculty Advisor, AIDS Institute), and colleagues on a program evaluation or other research project. This position could provide an opportunity for research over the summer (great for STTP medical students) and ongoing involvement in a publishable research project.

**Requirements for Applying or Pre-Requisites:**
Applicants should have completed Sex & Cookies training, and facilitated at least one session (or plan to facilitate a session in the upcoming semester).

**Our Organization’s Applicant Process:**
We will email out an application to all the current facilitators. The current coordinators will review applications and select the future coordinators.

**Application Timeline Process:**
We will send out the application in December. Applications will be due January 12.

**Time in which we intend to notify applicants:**
New medical student coordinators will be notified of their selection by email before February.

**What means should applicants use to Contact Us with Questions.**
Contact Rachel Parks at rachelparks@mednet.ucla.edu or Elaine Chan at eychan@mednet.ucla.edu or email the group at uclasexandcookies@gmail.com.

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**Student Run Homeless Clinic (SRHC)**

**Organization Coordinator(s) ***
Please contact srhc.ucla@gmail.com

**Our Mission & Goals ***

The Student Run Health Clinics were founded in 1990 under the direction of Dr. Richard Usatine in the Department of Family Medicine at UCLA. The clinics are solely run by DGSOM medical students and
supervised by licensed UCLA faculty and affiliated physicians. SRHC serves over 800 patients a year. Our services include preventive health, mental health, basic primary and urgent care, acute and chronic disease management, wound and foot care, referrals, immunizations and more. In addition to medical care, SRHC works to empower these communities with patient education.

The SRHC’s mission is to provide respectful, compassionate and high quality healthcare services to homeless adults, families, and children living in the greater Los Angeles area. The individuals we serve benefit by receiving free medical care from UCLA medical students and faculty physicians. The founders and clinic participants are dedicated to the health of the community.

Events, Opportunities Offered by our Organization *

Under direct supervision of UCLA attendings, SRHC offers numerous clinics year round, allowing medical students to provide medical and psychiatric care for the residents of the shelters and the homeless population of greater Los Angeles. All students gain firsthand experience in community-based clinical care where students encounter a variety of acute and chronic diseases at each clinic.

SRHC Chiefs run clinics staffed by attendings and medical students. Clinics include:

Santa Monica Shelter – “SaMoShel”
- Year Round
- 2nd & 4th Saturdays of every month, 9am-12pm
- 505 Olympic Blvd Santa Monica, CA 90401

Pathways to Home Emergency Shelter – “Pathways”
- Year Round
- 4th Thursday of every month, 6pm-9pm
- 3804 Broadway Pl. Los Angeles, CA 90037

Winter Shelter Clinics – West LA National Guard Armory
- December – March (dates may vary depending on winter shelter’s schedule)
- Every Monday, 6-9 pm
- 1300 Federal Avenue, Los Angeles, CA 90025

Happy Feet Clinics Collaboration – various sites including Downtown Women’s Shelter, OPCC, URM
- Monthly clinics throughout the year – dates TBD and announced

SRHC also offers a MS1/2 Selective, and MS3/4 Electives (FP150.01/253.03) for credit.

What We are Looking for in a Candidate *
SRHC is looking for hardworking, motivated and dedicated medical students to become next year's student chiefs. This is a great opportunity to become involved with the underserved community here in Los Angeles and become a student leader while contributing to an amazing set of clinics, projects, and other student-initiated opportunities.

SRHC Chiefs should be committed to being involved: attending regular Chiefs Meetings, staffing at least 8 clinics throughout the year, and working to support each other while managing high volume clinics and coordinating with other chiefs. Chiefs should enjoy learning as much as teaching others. Chiefs will have the opportunity to improve their own clinical skills and acumen with the guidance of world class UCLA physician attendings, while managing a variety of health issues in the homeless population. Our chiefs all learn about important issues regarding underserved healthcare from our lunchtime lecture series, and are often engaged in projects that lead to presentations at the annual Society of Student Run Free Clinics National Conference.

**Available Positions**

1. **Administrative Chief** (1-2 seniors)
2. **Scheduling Chief** (1)
3. **Education Chief** (1)
4. **Supplies Chief** (1 junior, 1 senior)
5. **Technology Chief** (1)
6. **Community Clinic Chiefs** (4)
7. **Community Education Chiefs** (2)
8. **Community Psych Chief** (1 junior, 1 senior)
9. **Happy Feet Community Clinics Chief** (1)

**Position Titles, Roles, Expectations**

For full descriptions and expectations please visit: [https://goo.gl/eO86Zh](https://goo.gl/eO86Zh)

**Brief Descriptions:**

**Administrative Chief**

1-2 positions. Having held a previous Chief position is highly encouraged. Organizes and runs Chief meetings; liaison between the SRHC, the DGSOM administration, SAO, MSC, and SRHC Program Director. Responsible for SRHC as an organization. Oversees SRHC operations and its staff and chiefs, and directs the administrative and functional tasks of SRHC’s day to day activities. Also manages the listserves, updates and organizes the SRHC Document site, the public FM-SRHC website, calendar, handouts and brochures.

**Scheduling Chief**

1 position. Recruits and schedules students, residents and Attendings for all SRHC clinics. Emails reminders for each clinic’s attendees regarding location and clinic-specific details.

**Education Chief**
1 position. Arranges, coordinates, and schedules the volunteer orientation, lunchtime lecture series, and teaching activities at the clinics; organizes patient information and educational handouts. Helps recruit students for selective / elective and clinics.

**Supplies Chief**
1-2 positions (usually 1 junior, 1 senior). Responsible for supplies inventory; organizing, ordering, monitoring, and stocking of supplies, medications and clinic forms; assists in obtaining grants/funding and donations for medications and other supplies.

**Community Psych Chief**
1-2 positions (usually 1 junior, 1 senior) Manages the psychiatry services at each clinic; recruits and schedules students and Attendings; monitors longitudinal followup of clients. Organizes patient information and educational handouts specific to psychiatric component.

**Development Chief**
1 position. Manages funding and financial support, writes grants in collaboration with other organizations; assists, coordinates and improves clinics and clinic projects.

**Community Clinic Chiefs**
4 positions. Manages the clinics at the Santa Monica Shelter on Saturday mornings, the clinics at Pathways to Home Emergency Shelter on Thursday’s evenings and the Winter Shelter clinics on Monday’s evenings-- including logistics, supplies, and development.

**Community Education Chiefs**
2 positions. Responsible for community education component. Creates educational material for patient discussions and leads discussions with patients at Santa Monica Shelter on topics requested by the residents.

**Happy Feet Community Clinics Chief**
1 position. Happy Feet Community Clinics Chief will be responsible for attending 6 Happy Feet Clinics and coordinating the schedule of Happy Feet clinics with the Undergrad Happy Feet Coordinator. May also help with educational talks pertaining to SRHC and Happy Feet as well.

**Requirements for Applying or Pre-Requisites** *
All students enrolled at the David Geffen School of Medicine at UCLA are eligible to apply. Clinical experience or past involvement at SRHC is highly recommended, specially for the Administrative Chief position, but it is not required.

Students who take on any leadership role must be in good academic standing and must abide by the honor code.
All students taking on leadership responsibilities are required to complete a “Student Organization Leadership Acknowledgement” form after attending a mandatory meeting to review policies. Students can accept a maximum of two head coordinator positions or one head coordinator position and one elected MSC position. Exceptions to these guidelines must be discussed and approved by the Student Affairs Office.

Our Organization’s Applicant Process *

Please contact srhc.ucla@gmail.com

Each application will be reviewed by our Program Director (Dr. Mary Marfisee), the current Administrative Chief and select application review committee members. Selected applicants will receive a phone call or email if there are any questions that require clarification based on their submitted applications. Selected candidates with a good fit for positions will be notified and offered the positions. A phone call may follow to answer any questions and discuss expectations should they accept the position.

Application Timeline Process *

Fri (12/6/2017): Application and information emailed to all students via SAO

Tue (1/22/2018) @ 5pm: Deadline to submit completed SRHC Chiefs Application

Sat-Sun (1/27-1/28/2018): Selected Chiefs will be notified and offered positions

Monday (1/29/2018) @ 5pm: Deadline to accept chief position

 Thur (2/1/2018): Final names of SRHC Leadership 2017-2018 submitted to Mary Ann

Time in which we intend to notify applicants *

By end of Tuesday (1/30/2018), all selected Chiefs will be notified, if not earlier.

What Means should Applicants use to Contact Us with Questions? *

Email: SRHC.Chiefs@gmail.com

Therapeutic Arts Interest Group (TAG)

Organization Coordinator(s):
Michelle Miller
Jessica Poon
Regina Husman
Emmanuel Aguilar-Posada

1. Our Mission & Goals: The mission of the Therapeutic Arts Group at DGSOM is to amplify the innate social-emotional benefits of the arts for wellness and healing through a volunteer program and educational events. In partnership with UCLArts & Healing, students will learn the best practices established by the UCLArts and Healing Social Emotional Arts (SEA) Certificate Program. Training will be in four arts modalities (visual art, dance/movement, poetry, and music), as well as verbal and nonverbal communication, managing special needs, traumatic responses and self-care. Students, using the skills
gained, will volunteer time in clinical settings to interact with patients using the art activities. The patient experience will become one of reflection, meaningful dialogue, increased empathy, connection and reduction of emotional distress for all parties involved. In addition, we aim to educate medical students and the community at large about the physical and emotional benefits of art through lunch talks and collaborations with other student groups.

2. Events, Opportunities Offered by our Organization:
Introduction and training (a prerequisite for volunteering): using the Medical Social Emotional Arts (SEA) curriculum developed by UCLA Arts & Healing to learn activities that will amplify the innate social emotional benefits of art, movement, music, and writing with mental health practice. Communication training is essential to emphasize skills needed for patient interaction.

Training (a prerequisite for volunteering): using the Medical Social Emotional Arts (SEA) curriculum developed by UCLA Arts & Healing to learn activities that will amplify the innate social emotional benefits of art, movement, music, and writing with mental health practice. Evening trainings covered therapeutic arts activities in dance, movement, art making, and writing.

Paint and Wine Night: This workshop will be taught by Jessica Bianchi, an art therapist that currently teaches at the UCLA Visual and Performing Arts Education Program in addition to working with teenage youth. Co-sponsored with Therapeutic Arts Interest Group. All art supplies will be provided and a light dinner will be served.

3. What we are looking for in a Candidate: We are looking for candidates who want to extend their experience with patient interaction to beyond the clinical setting, and who are interested in the application of art as a healing practice.

4. Available Positions: 4 Co-coordinators

5. Position Titles, Roles, Expectations: the 4 co-coordinator positions will be open for MS1s to apply. Co-coordinators communicate with Ping Ho and TAG faculty advisors about optimizing healing arts activities and expansion of volunteering into other departments. They also communicate with non-board members for volunteering and survey completion reminders. They are expected to volunteer at least once a month, and to fill in on days when there are no other volunteers.

6. Requirements for Applying or Pre-Requisites: none

7. Our Organization’s Applicant Process: Submit one paragraph about why the candidate wants to be a TAG leader, what qualities they think would help them be a good leader, and past volunteering experiences.

8. Application Timeline Process: Application due 1/12/2018
9. **Time in which we intend to notify applicants:** Results released 1/19/2018

10. **What means should applicants use to contact us with Questions**
   michellesmiller@mednet.ucla.edu  
   jpoon@mednet.ucla.edu  
   rhusman@mednet.ucla.edu  
   eaguilarposada@mednet.ucla.edu

**OTHER OPPORTUNITIES**

**The BEAT: Arts & Literary Magazine**

**Organization Coordinator(s):**
Michelle Miller  
Jessica Poon  
Jonathan Warren

**Our Mission & Goals:**
The UCLA BEAT showcases the creativity of members of the UCLA health sciences community. The journal was initiated by DGSOM medical students in 1998 with the goal of establishing an enduring medium for expression of literary and visual art. The UCLA BEAT is published annually each spring, and shared interdepartmentally with faculty, students, staff, patients, and other universities.

http://medschool.ucla.edu/current-the-ucla-beat

**What means should applicants use to contact Us with Questions**
jpoon@mednet.ucla.edu  
michellesmiller@mednet.ucla.edu  
jonathanwarren@mednet.ucla.edu

**Health Care Symposium (HCS)**

**Organization Coordinator(s):**
Pamela Akametlu  
Marissa Holden  
Tristan Howard  
Samantha Mohammad

**1. Our Mission & Goals:**
The Health Care Symposium is an annual conference organized by students at the UCLA David Geffen School of Medicine for their fellow students, the broader UCLA community and the general public, with
the intent of exploring a topic of importance to modern health care. The Symposium is an expression of interest and excitement on the part of medical students who believe that students of all levels can be valuable contributors to the conversations that are reshaping our health care system and, consequently, our health. The purpose of the Health Care Symposium is to involve UCLA students in these conversations, giving them the opportunity to learn from and interact with national leaders in healthcare and related fields.

2. Events, Opportunities Offered by our Organization:
Student directors will work closely with leading David Geffen School of Medicine administrators and doctors to plan an annual UCLA healthcare conference. HCS student directors will have the unique opportunity to build the bridge between the upcoming generation of healthcare providers, established pioneers, and the larger community.

3. What we are looking for in a Candidate:
We are looking for candidates who are interested in creating a conference that promotes discussion around fresh, up-and-coming topics in health care. Candidates should be willing to work with their co-directors to choose a topic that will be interesting to medical students, healthcare professionals, students of other healthcare professions, undergraduates, and the lay public. All candidates should have leadership experience, organizational skills, and be highly motivated. Previous experience planning such an event is a bonus, but is not required.

4. Available Positions:
- Director of Speakers
- Director of Finance
- Directors of Logistics (1-2)
- Director of Publicity

5. Position Titles, Roles, Expectations:
As a team of Directors, you will generate topics, discuss them with the deans, and select an advisory board that will help in the development of your very own UCLA Health Care Symposium. Please contact us with any questions: hcs.ucla@gmail.com

Director of Speakers
The Director of Speakers is responsible for recruiting the keynote speaker (or speakers depending on the format of the symposium), as well as the panel members. The Director of Speakers works closely with both Dean Braddock and the members of the Health Care Symposium Board to select speakers that fit the chosen topic, are dynamic and thought-provoking, and are experts in their respective fields. The job entails “detail” work (emailing, calling, following-up on potential speakers, etc.). The position involves being available throughout the year and the summer after first year.

Director of Publicity
The Director of Publicity is responsible for the advertisement and promotion of the event itself. This job entails working with a printer to design banners, fliers, and invitations to be distributed across campus and sending out informational e-mails to all relevant graduate schools. The main goal for this Director is to ensure that everyone is informed of the event and eager enough about it to attend. It is not necessary for this Director to be present at UCLA the summer after their first year.

**Director of Finance**
The Director of Finance is responsible for soliciting donations from sponsors that have supported HCS in the past. The annual budget is approximately $25,000, and the source of these funds is entirely from sponsor donations. This Director must then prepare a detailed budget, keep careful records of the flow of funds, and oversee all disbursements. This Director must be at UCLA during the summer after the first year.

**Directors of Logistics**
The TWO Directors of Logistics are responsible for decisions that directly tie to the planning and general minute-to-minute flow of events of the Health Care Symposium. This position includes booking and making any conference specific arrangements for the venue, catering, and decorations as well as addressing the audio/visual needs of the speakers/panelists. Additionally they assemble and delegate responsibilities to the student volunteer staff in order to ensure that everything runs smoothly during the day of the event. This position does not require being at UCLA during the summer after first year.

6. **Requirements for Applying or Pre-Requisites:**
If you are a first-year UCLA medical student interested in working with DGSOM deans and faculty to organize the UCLA Health Care Symposium, please read about the Director Application below. Attendance at HCS 2017 is mandatory as preparation for serving as a director for HCS 2018.

**Director of Speakers**
A background in health policy, health services research, or healthcare consulting is extremely useful.

**Director of Finance**
Detailed financial knowledge is not necessary, but proficiency in a spreadsheet program (like Excel) is crucial.

7. **Our Organization’s Applicant Process:**
- Please answer the following questions:
  1) Rank the positions by interest level. 1=most interested--4=least interested
  2) In 200 words or less, please describe the reasons for your interest in becoming a Director for the UCLA Health Care Symposium.
  3) In 200 words or less, please describe why you are qualified for your first and second choices of Director positions.
  4) In 200 words or less, please describe a potential topic for the 2018 Health Care Symposium and why it would be a compelling topic.
8. Application Timeline Process:
- Submit your application (Google Form: https://docs.google.com/forms/d/e/1FAIpQLSdnWkIN3k1ti5ogN8K_c4Dxm7MxuwjJPVOwJUt61dI9oA/viewform) by Sunday, January 14, 2018 at 6:00pm.

9. Time in which we intend to notify applicants:
- We will notify applicants by Friday, February 2, 2018.

10. What means should applicants use to contact Us with Questions.
- Depending on your interest, please contact the respective coordinator.
  
  Sam Mohammad SamanthaMohammad@mednet.ucla.edu- Director of Speakers/ Director of Finance
  Marissa Holden mholden@mednet.ucla.edu- Director of Publicity/ Director of Finance
  Pamela Akametalu PAkametalu@mednet.ucla.edu- Director of Logistics/ Director of Finance
  Tristan Howard TristanHoward@mednet.ucla.edu- Director of Logistics/ Director of Finance

Minority Health Conference (MHC)

Organization Coordinator(s)

Jam Narte & Jonathan Gomez

Our Mission & Goals

The Annual Minority Health Conference aims to address minority health disparities and raise awareness about minority health issues in Southern California and beyond. The event is organized by medical students from the University of Southern California, University of California Los Angeles, and Charles Drew University who are interested in exploring minority health issues. Additionally, medical student organizations like the Asian Pacific American Medical Student Association, the Latino Medical Student Association, the Student National Medical Association, the Medical Gay and Lesbian Organization, and the American Medical Student Association contribute their ideas to ensure the conference provides a diverse perspective on minority health. This joint effort offers a forum that addresses Asian American, Latino, LGBT, and African American health issues collectively. The unique motivation behind this collaboration is to synergize the work of all of these organizations, which promote parallel causes for different minority groups. Goals of the conference include educating students and physicians on the critical issues behind minority health, and providing an opportunity to discuss the barriers facing physicians and patients in minority communities.

More information on www.minorityhealthconference.org

Events, Opportunities offered by our Organization
This is an opportunity for medical students to network and collaborate with medical students and renown faculty outside of DGSOM. Leaders will practice teamwork and organizational skills by planning a professional conference with an audience of 200 people that is now in its 13th year. Leaders have the freedom create their vision and use the conference as a venue to educate others on the topics of health disparities, cultural sensitivity, and diversity.

**What we are looking for in Candidate**

Strong ability to communicate & collaborate with other board members from both DGSOM & USC Keck, offices of diversity, guest speakers. Strong teamwork skills with an ability to mediate conflict, stay open minded to new ideas, while being able to follow through on action items. A passion to educate the public about health disparities of marginalized communities, cultural sensitivity, and diversity.

**Available Positions**

9

**Position Titles, Position Roles, Expectations**

* Note that each of these positions will have a partner position from USC.

1) Co-Chair (2): Pre-Conference: Organize UCLA/USC meet and greet. Facilitate communication and teamwork among UCLA & USC board members by sending emails, making conference calls with USC Keck co-chairs, organizing, facilitating, and making agendas for board meetings. Checking in with individual committees. Hold meetings with diversity office staff. Regularly check minorityhealthconference1@gmail.com & dropbox account. Host SNMA, LMSA, MedGlo, APAMSA collaboration meeting. Recruit MS1 conference volunteers. Analyze conference evaluation and facilitate post-conference debriefing meeting. Co-chairs make sure that board members work together as a team to move conference planning forward which means staying neutral to facilitate discussion and mediate conflicts, yet making decisions when items become timely.

2) Logistics (1): Schedule committee meetings via doodle. Work closely with Co-Chairs to develop conference agenda and room reservations. Facilitate rentals (tables, linens, trash, etc) & catering. Purchase items such as highlighters, nametags, giveaways, etc. Work with Finance coordinators to keep update and stay within budget.

3) Speakers (2): Draft letter to reach out to potential speakers (keynote, closing, panelists, breakout sessions) Make a list via google doc and keep track whether they've confirmed, title of talk, etc. Obtain speaker information (headshot, biography, etc.) Draft letters to confirmed speakers outlining important information such as session time, parking, and directions. Day of conference – be point person to great speakers, direct to their session rooms. Acquire and distribute thank you gifts.

4) Publicity (1): Be in charge of website at www.minorityhealthconference.org by updating contact emails, conference location, program, supporters, board of directors. Work with finance to pay for
annual website fee with updated credit card. Attend student orgs fair to promote conference and recruit MS1 conference volunteers. Send publicity emails to DGSOM. Send emails and promo material to surrounding universities, both undergrad and grad (ie Western, UCI, Riverside, community colleges, UCLA & USC undergrad). Work with Co-Chairs & SAO to finalize promotional flyers and poster and print using appropriate funding source. Make announcements in class and on FB page. Create Facebook event page. Draft conference program and work closely with speakers committee to obtain all speakers’ biographies, pictures, agenda, sponsors.

5) Finance: be responsible for bank account & checks. Determine host school's policy for collecting money - fundraising (raffles), who can sponsor/table (test prep companies, residency programs), who can pay for program advertisements. Find sponsors. Work closely with MHC faculty to connect with potential contributors/sponsors. Work closely with diversity offices to determine amount of money each school is willing to contribute. Work closely with logistics to create an itemized budget.

Requirements for Applying or Pre-Requisites

None

Our Organization Applicant Process

Please contact Jam & Jonathan

Application Timeline Process

Please contact Jam & Jonathan

Time in which we intend to notify applicants

Please contact Jam & Jonathan

What means should applicants use to contact us with questions

Narte, Jam <JNarte@mednet.ucla.edu>