DGSOM New Student Organization Leadership Opportunities for 2020-2021

We have put together a document listing student organizations here in the David Geffen School of Medicine for a term starting March 1, 2020 through Feb 28, 2021. The organizations have provided key information about their mission, goals, the available positions, 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 follow their directions as indicated in each section.

Please keep in 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 Assistant 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):

Melinda Wang

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. In Spring 2017, 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 was in February 2018. In Fall 2019, we hosted the first Addiction Recovery Immersion Experience at Beit T’Shuvah, a local residential recovery center. We are looking to expand this opportunity in future years.

What we are looking for in a Candidate:

We are looking for two (or more) students to fill the positions of Addiction and Recovery Student Interest Group coordinators. Ideal candidates have an interest in health equity, health policy, addiction treatment and education, and strong organizational skills.

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 set up 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 Addiction and Recovery as it relates to any specialty in medicine.
**Our Organization’s Applicant Process:**

Please contact Melinda Wang at
MengningWang@mednet.ucla.edu

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

MengningWang@mednet.ucla.edu

**Our Organization’s Applicant Process:**
Submit short Google Form application

**Application Timeline Process:**
Please submit your form using the link below by 11-JAN-2019 at 11:59 PM:
https://goo.gl/forms/VIulRrndfTpkNgrc2

**Time by which we intend to notify applicants:**
By Jan 30, 2020

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**Anesthesiology Interest Group (ASIG)**

**Organization Coordinator(s):**
Danny Le
Eric Tran

**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 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 2-3 students to fill the positions of Anesthesiology Student Interest Group coordinator for the 2019-20 academic year. Ideal candidates have an interest in anesthesiology, strong organizational skills, and enough time in their schedule to plan lunch talks, shadowing opportunities, mixers, and other events.

Available Positions:
2-3

Position Titles, Roles, Expectations:
Co-Chair Coordinator (2-3) - 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 set up 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:
1. Please submit your form using the link below by January 11, 2019 at 11:59 PM: https://forms.gle/sDizvKeC9tSHKR1SA
2. A short interview (phone or in-person) may or may not be requested.

Application Timeline Process
Dec 4 - Application opens
Jan 11 - Application deadline at 11:59 PM
Jan 22-25 - Interview period for select applicants
Jan 27 - Notify applicants of their status
Jan 29 - Deadline for applicants to accept or deny the position
Feb 1 - List of new co-coordinators given to Mary Ann

Time by which we intend to notify applicants:
By January 27, 2020

What means should applicants use to Contact Us with Questions. dqle@mednet.ucla.edu or ektran@mednet.ucla.edu
**Bioethics Student Interest Group (BIG)**

**Organization Coordinator(s):**
Neha Reddy and Vivek Shah

**Our Mission & Goals:**
The Bioethics Student Interest Group (BIG) is a student-led interest group committed to providing students with a unique forum to learn about and discuss ethical issues as they pertain to human health, biomedical research, and clinical healthcare practices. Our goals are to stimulate discussion of potential ethical issues that students may encounter in their careers, and to equip students with several basic strategies to think through ethical dilemmas within a structured, rational framework. As a secondary objective, we aim to advocate for greater incorporation of medical ethics into the DGSOM curriculum. These objectives will be accomplished through student-led meetings, inviting guest speakers to discuss actual cases, and working with the DGSOM administration on curriculum reform projects. A student-led medical ethics panel will provide additional opportunities for students to discuss actual cases brought forth by fellow students, residents, or faculty, and to reinforce the knowledge gained from their interest in bioethics.

**Events, Opportunities Offered by our Organization:**
Lunch talk, documentary viewing coordinated with the Student Interest Group in Neurology (SIGN), mock ethics committee meeting, and other creative opportunities.

**What we are Looking for in a Candidate:**
Interest in biomedical ethics

**Available Positions:**
Co-Coordinators

**Position Titles, Roles, Expectations:**
Student Coordinators: to plan lunch talks, plan mock ethics committee meeting, and explore other opportunities to learn and encourage biomedical ethics. All will continue to communicate with our adviser, Ashley Feinsinger, PhD.

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

**Our Organization’s Applicant Process:**
Please email us if interested; short in-person interview may be requested.

**Application Timeline Process:**
Please email us by 11-JAN-2020 at 11:59 PM
Time by which we intend to notify applicants:
By 20-JAN-2020

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

NKReddy@mednet.ucla.edu

VVShah@mednet.ucla.edu

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**Cardiology Interest Group (CIG)**

**Organization Coordinator(s):**

- Emami Sara  
  SEmami@mednet.ucla.edu
- Chu Emily  
  ELChu@mednet.ucla.edu
- Zhou Zoe  
  NZhou@mednet.ucla.edu

**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 with 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, EKG 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:
Please email us with your interest:

Emami Sara SEmami@mednet.ucla.edu
Chu Emily ELChu@mednet.ucla.edu
Zhou Zoe NZhou@mednet.ucla.edu

Application Timeline Process
1/11/20 – application deadline
1/25/20 – co-coordinators selected

Time in which we intend to notify applicants:
By 1/25/20

What means should applicants use to Contact Us with Questions.

Emami Sara SEmami@mednet.ucla.edu
Dermatology Interest Group (DIG)
Organization Coordinator(s): Erick Castellanos, Patrick Chin, Emily Chu

Our Mission & Goals:
The Dermatology Interest Group (DIG) aims to expand awareness and interest in 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 and this group aims to improve this exposure. The Dermatology Interest Group establishes itself as the main point of contact between DGSOM and UCLA Health - Dermatology to facilitate the interaction between students and the department by providing volunteer opportunities at the Venice Family Clinic Dermatology Center every other Monday, 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. The group also facilitates access to weekly Dermatology Grand Rounds.

Events, Opportunities Offered by our Organization:
We offer lunch talks introducing the field of Dermatology, what it takes to become a Dermatologist, etc. Additionally, we partner with the Pathology Interest Group to offer a session on Introduction to Dermatopathology. We also offer a training session on Dermatology nomenclature and the workflow of Venice Family Clinic - Derm clinic. This is to ensure that students are prepared to volunteer and shadow in Dermatology at the Venice Family Clinic. Lastly, we coordinate student involvement in the weekly Dermatology Grand Rounds.

What we are Looking for in a Candidate:
A passionate, organized and motivated individual with an interest in Dermatology or the Venice Family Clinic aspect, paying attention to the needs of the clinic primarily advocacy for Spanish speaking providers/liaisons. We are looking for a candidate who has innovative ideas and is willing to collaborate with other interest groups.

Available Positions:
2 or 3 co-president positions.

Position Titles, Roles, Expectations:
All roles are coordinator positions. The coordinators will work together to plan events such as lunch talks, evening talk to orient students to VFC, coordinate VFC attendance, and Grand Rounds attendance.

**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 an application that will be sent out to the Google and Facebook groups.

**Application Timeline Process:**
Application will be posted prior to winter break with a deadline that will be announced with application release

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

**What means should applicants use to Contact Us with Questions.**
Email us: ecastellanosgaither@mednet.ucla.edu / pachin@mednet.ucla.edu / elchu@mednet.ucla.edu

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**Emergency Medicine Interest Group (EMIG)**

**Organization Coordinator(s):**
Harshika Chowdhary, Jessica Cranston, Denise McIntyre, Kevin Walsh

**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, panels with EM physicians about what a career in EM is like, 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. 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 1-2 times/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 (below)
https://forms.gle/77jiGVoZ39CkR2CFA

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 5 - Submit Selection Process Form
Jan 6-18 - Review applications
Jan 21-25 - Hold interviews for select applicants
Jan 26 - Notify applicants of their status
Jan 28 - Deadline for applicants to accept or deny the position
Jan 28-29 - Offers made to alternates with 2 day deadlines (if necessary)
Jan 31 - 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

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**Family Medicine Interest Group (FMIG)**

**Organization Coordinator(s)**

Kwaning Karen KKwaning@mednet.ucla.edu

Rico Melvin MGironRico@mednet.ucla.edu

**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. Charlie Cardenas, one of the new UCLA Family Medicine faculty to discuss the health of women in the prison system and the barriers to delivering humane and equitable care to this marginalized community.

2. Primary Care Week. We plan to collaborate 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**

Please email us with your interest:

Kwaning Karen KKWaning@mednet.ucla.edu

Rico Melvin MGironRico@mednet.ucla.edu

**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 2020.

To contact us with questions please email us at:

Kwaning Karen KKwaning@mednet.ucla.edu
Rico Melvin MGironRico@mednet.ucla.edu

Gastroenterology Interest Group (GIG)

Organization Coordinators:

Nguyen Tracy TracyNguyen@mednet.ucla.edu
Sahl Ali SahllAli@mednet.ucla.edu

Mission Statement:

- Our goal is to inform medical students of the increasing relevance of gastroenterology in holistic patient care. We aim to highlight the impact of various preventative measures in gastroenterology, including colorectal cancer screenings and personalized nutritional guidance.
- We strive to provide various enriching opportunities, including faculty mentorship and workshops, in order to introduce medical students to the wide-reaching discipline of gastroenterology.
- We envision our group to serve as a means to provide an additional perspective on the health disparities that exist in the field of gastroenterology.

What we are Looking for in a Candidate:
We are looking for current MS1s who are interested in learning more about the field of gastroenterology. We are looking for candidates that are proactive, organized, and effective communicators. Most importantly, we are looking for dedicated individuals who are excited to contribute and move the interest group forward.

Available Positions:
Co-coordinators (2)
Position Titles, Roles, Expectations:
- Organize lunch talks and workshops to provide students with enriching opportunities
- Build rapport and maintain strong relationships with faculty members

Requirements for Applying or Pre-Requisites:
None

Our Organization’s Applicant Process:
Please email us with your interest:

Nguyen  Tracy  TracyNguyen@mednet.ucla.edu

Sahl  Ali  SahlAli@mednet.ucla.edu

Application Timeline Process:
Application Deadline: 1/10/20 11:59pm PST
Interviews: Between 1/11/20 to 1/24/20
Notification: By 01/25/20 11:59pm PST

Geriatric Medicine Interest Group (GMIG)

Organization Coordinator(s):
Lauren Matsuno, Sumana Rallapalli, Terri Shih

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, shadowing + longitudinal mentorship, meetings with faculty and fellows, career exploration

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://forms.gle/oimn7QWL74ror1x38

**Application Timeline Process:**
Application Opens: 12/13/20  
Due Date: Monday 1/5/20  
Applicants Notified by: 1/31/20

**Time in which we intend to notify applicants:**
Late January and early February 2020

**What means should applicants use to Contact Us with Questions.**
Lauren Matsuno LMatsuno@mednet.ucla.edu  
Sumana Rallapalli SRallapalli@mednet.ucla.edu  
Terri Shih TerriShih@mednet.ucla.edu

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**Global Health Interest Group (GHIG)**

**Organization Coordinator(s):**
Carolyn Smullin (Co-President)  
Samuel Lewis (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 Global Health Program (GHP)
- 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 2020
- 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:** Email Carolyn and Sam.

**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:

SWLewis@mednet.ucla.edu

CSmullin@mednet.ucla.edu

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**Head & Neck Surgery Student Interest Group (ENTSIG)**

**Organization Coordinator(s):**
Eric Tran
Michelle Hong

**Our Mission & Goals:**
The mission of the Head and Neck Surgery Student Interest Group is to introduce medical students to the field of head and neck surgery. Students will be given opportunities to explore the field by shadowing in the OR. Through workshops and lunch talks, students will be introduced to basic techniques and medical innovations. Mentorship and networking events will provide opportunities for professional development and engagement in research.

**Events, Opportunities Offered by our Organization:**
Our organization aims to connect the students at DGSOM with faculty within the Head and Neck Surgery Department to open up opportunities for career development, research, and shadowing. To this end, we organize lunch and dinner talks where faculty come to speak about their careers within ENT. Besides this, we organize among students to attend Head and Neck Grand Rounds presentations together and also compile a list of research opportunities to send to students.

**What we are looking for in a Candidate:**
We are looking for 2-3 students to fill the positions of Head and Neck Surgery Student Interest Group coordinator for the 2019-20 academic year. Ideal candidates have an interest in head and neck surgery,
strong organizational skills, and enough time in their schedule to plan lunch talks, shadowing opportunities, mixers, and other events.

**Available Positions:**
2-3

**Position Titles, Roles, Expectations:**
Co-Chair Coordinator (2) - Schedule interest group meetings, reserve rooms, and meet with faculty mentors. Oversee direction of organization and serve as liason between students and the faculty.

Research Coordinator (1-2) - Compile up to date list of research mentors and associated projects to send out to members. Oversee organization of other networking opportunities for research as they see fit.

**Requirements for Applying or Pre-Requisites:**
Communicable interest in Head and Neck Surgery

**Our Organization’s Applicant Process:**
Please submit your form using the link below by January 11, 2019 at 11:59 PM:
https://forms.gle/ehQowHuKah5TT96o7

**Application Timeline Process**
Dec 4 - Application opens
Jan 11 - Application deadline at 11:59 PM
Jan 27 - Notify applicants of their status
Jan 29 - Deadline for applicants to accept or deny the position
Feb 1 - List of new co-coordinators given to Mary Ann

**Time by which we intend to notify applicants:**
By January 27, 2019

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

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**Infectious Diseases Interest Group (IDIG)**

**Organization Coordinator(s):**

Creech Amanda ACreech@mednet.ucla.edu

**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
● Vaccine workshop, Vaccine information booth at SYNERGY and 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 email with interest:

Creech Amanda ACreech@mednet.ucla.edu

Time in which we intend to notify applicants:
Applicants to be notified by January 20th. Applicants must accept or deny the position within 2 days of notification. Offers will be made to alternates by Jan 30th if necessary.

What means should applicants use to contact us with questions.
Please email:

Creech Amanda ACreech@mednet.ucla.edu
Integrative Medicine Interest Group (IMSIG)

Organization Coordinator(s):

Shah Aloukika APShah@mednet.ucla.edu
Willis Shelby SLWillis@mednet.ucla.edu

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 email with interest:

Shah Aloukika APShah@mednet.ucla.edu
Willis Shelby SLWillis@mednet.ucla.edu

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

Internal Medicine Interest Group (IMIG)

Organization Coordinator(s):
Jennifer Wang & Karen Kwaning

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 via https://docs.google.com/spreadsheets/d/1jbjWVfHdxkOJunxpSTx7rHrNjsDDBIUi3Bi3UssRZPs/edit?ouid=116003440082397638354&usp=sheets_home&ths=true
- Introductory lunch talk/panel with Drs. Sheila Naghshineh, Ariana Wilkinson, Natalie Howlett, and Cindy Nguyen
- Medical Dental Symposium in partnership with School of Dentistry’s Periodontal Study Club
- Primary Care Week (with FMIG, MPIG, PIG, and OBIG)
- SAO Resident Roundtable on Internal Medicine
- USC/UCLA Clinical Pearls for the Boards (Step 1 Review)
Future events include: Society of Hospital Medicine talk, Collab with SNMA/Health Equity Hub discussing barriers to care in IM, 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 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 11:59 pm of 1/10/20
Interview to be conducted January 21st - 24th, 2019 according to the applicant’s availability.

**Time in which we intend to notify applicants:**
Applicants to be notified by February 1, 2020.

**What means should applicants use to contact us with questions:**
Please e-mail us at imig.dgsom@gmail.com

**Medicine-Pediatrics Interest Group (MPIG)**

**Organization Coordinator(s):**
Hyejoon Kim, Alex Yoo, Jennifer Wang

**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:**
2-3 Coordinator Positions
Apply here: [https://forms.gle/eQjMooed3DgW7hqb6](https://forms.gle/eQjMooed3DgW7hqb6)

**Position Titles, Roles, Expectations:**
Coordinators are expected to plan and implement as 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.

**Application Timeline Process:**
The online application form will open in mid-December and will close on 1/10/2020. We will notify applicants if they have been selected to lead the interest group by the end of January 2020. Please email Hyejoon, Alex, Jennifer
Hyejoonkim@mednet.ucla.edu
sangpilyoo@mednet.ucla.edu
jenniferwang@mednet.ucla.edu

**What means should applicants use to Contact Us with Questions.**
Please email Hyejoon, Alex, Jennifer

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**Medical Genetics Interest Group (MGIG)**

**Organization Coordinator(s):** Isabella Lin

**Our Mission & Goals:**
The Medical Genetics Interest Group serves to educate DGSOM students about the current research in the field of genetics and the possible career paths in the field of medical genetics. We achieve this goal by hosting lunchtime and evening lectures throughout the year and also offering shadowing experiences in the medical genetics clinic. Through these events, we teach students to recognize genetic influences in common medical disorders and navigate the complex social and ethical implications of genetics in medicine. We encourage them to understand the importance of genetics in specialties throughout medicine, and to understand the importance of maintaining a working knowledge of genetics throughout their careers.

**Events, Opportunities Offered by our Organization:**
- Lunchtime lectures and panels by speakers covering numerous topics
- Opportunities for mentorship through by connecting students with faculty mentors
- Networking opportunities with genetics faculty

**What we are Looking for in a Candidate:**
We are looking for candidates who are passionate about the field of medical/clinical genetics. Candidates must show a commitment to creating opportunities for medical students to learn about the various career paths in medical genetics. Ideal candidates are self-motivated and collaborate well with others.

**Available Positions:** Co-Coordinators (2)

**Position Titles, Roles, Expectations:**
- Organize aforementioned events
- Explore innovative ideas for developing the organization
- Attend mandatory SAO meetings
- Communicate with faculty advisors

Requirements for Applying or Pre-Requisites:
Passion for medical genetics

Our Organization's Applicant Process:
Interested MS1s will complete an application, detailing their interest and qualifications for leading MGIG during the 2020-2021 academic year. This application will be posted to Facebook and emailed to our email listserv by December 14th. The new coordinators will be selected based on this application. There will not be an interview process.

Application Timeline Process:
- Application open: December 14th, 2019
- Application close: January 10th, 2020
- Select and notify new coordinators: by January 13th, 2020
- Email Mary Ann the names of the new coordinators: by January 17th, 2020

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

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

AANS/Neurosurgery Interest Group (NSIG)

Organization Coordinator(s):

Ding Kevin KDing@mednet.ucla.edu
Fehring Jenny JFehring@mednet.ucla.edu
Courellis Hristos HCourellis@mednet.ucla.edu

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**
AANS/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 potential ideas for events to the current org leaders by email.

**Application Timeline Process:**
Applications can be submitted until January 11th.

**Time in which we intend to notify applicants:**
Co-coordinator positions will be offered to three candidates by January 18th.

**What means should applicants use to Contact Us with Questions:**
Feel free to email us with any questions or concerns at
Obstetrics & Gynecology Interest Group (OBIG)

Organization Coordinator(s):
Ananya Bhatia-Lin, Sophia Tiene, Carolyn Smullin

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
- Surgical skills workshop led by Ob/Gyn faculty
- ACOG student mixer with Ob/Gyn faculty
- UC wide Family Planning journal club meetings

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-ordinators (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 the following google form: https://forms.gle/ndV8CYVnqakvhdYC9

Application Timeline Process:
Application Deadline: 01/11/20
Notification: By 02/01/20

What means should applicants use to Contact Us with Questions?
abhatialin@mednet.ucla.edu, csmullin@mednet.ucla.edu, stiene@mednet.ucla.edu

Oncology Interest Group (ONCIG)

Organization Coordinator(s): Apoorva Mylavarapu, Tina Huang, Neda Ashtari

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 with 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 2019-2020 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 5th
- 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:
Apoorva: AMylavarapu@mednet.ucla.edu
Tina: THuang@mednet.ucla.edu
Neda: NAshtari@mednet.ucla.edu

Ophthalmology Interest Group (OIG)

Organization Coordinator(s):
Apoorva Mylavarapu
Bradley Gundlach

**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 fair.

**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 and cc both Bradley & Apoorva if you are interested

**Application Timeline Process:**
The application includes submission of your CV and short answer responses.
Application due: 1/4 before midnight.
Final decisions will be released 1-2 weeks after.

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

Organization Coordinator(s)
Shannon Wu
Zoe Trutner
Ameen Chaudry

Our Mission & Goals
The Orthopaedic Surgery Interest Group (OSIG) at UCLA is designed for students who are interested in learning more about a career in orthopaedics. Over the course of the academic year, specially selected speakers will address a number of important issues and topics. Additionally, various research, volunteer, training workshop, and shadowing opportunities will be offered to interested members. Students who are considering a career in orthopaedics, as well as those who are simply curious, are invited to join. OSIG is committed to spreading of knowledge and promotion of interest within the field of orthopedics as well as supporting its members in research, clinical experience, and advice.

Events & Opportunities Offered by our Organization
Arthroscopy Labs - shadowing resident training sessions on Thursday evenings

Saw Bones Event - evening event during which students have the opportunity to practice surgical techniques with orthopaedic tools on model bones under the instruction of the orthopedic attending physicians and residents

Lunch Talks - Presentations by attendings and residents regarding the specialty of orthopaedic surgery

Women in Orthopaedic Surgery and Neurosurgery Panel

Block 4 Clinical Skills Review - run in 2019 for the PM&R Interest Group

What we are looking for in Candidate
Interest in orthopaedic surgery. Students must be organized, punctual, and communicative.

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 arthroscopy lab shadowing.

**Requirements for Applying or Pre-Requisites**

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

**Our Organization Applicant Process**

Application will involve CV submission and some short essays regarding interest.

Students will be notified within 1-2 weeks.

**Application Timeline Process**

Please fill out and submit the following form, due by 1/3/20. Students will be notified within 1-2 weeks.

Please email coordinators below for specific information.

[https://docs.google.com/forms/d/e/1FAIpQLSdeGJn9RdAcHpVk4InXc5vh1u1R9zuS2_qwYcLjarLNh_fOdQ/viewform?usp=sf_link](https://docs.google.com/forms/d/e/1FAIpQLSdeGJn9RdAcHpVk4InXc5vh1u1R9zuS2_qwYcLjarLNh_fOdQ/viewform?usp=sf_link)

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

Please email us with any questions.

sywu@mednet.ucla.edu

ztrutner@mednet.ucla.edu

achaudry@mednet.ucla.edu

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**Palliative Care and Hospice Interest Group (PHIG)**

**Organization Coordinator(s):**
Kate Paulsen, Carlee Blakemore, Alex Yoo, Heng-Yi Liu, Apoorva Mylavarapu, Serina Gee

**Our Mission & Goals:**
The Palliative Care and Hospice Interest Group (PHIG) exposes students to the fields of palliative and hospice care through education and mentorship. We hope to facilitate understanding of end-of-life care in diverse populations and encourage the development of essential skills for all physicians and medical students involved with patients and their loved ones at this critical juncture. We pursue these goals through lunchtime talks, seminars, shadowing opportunities, and events aimed at exploring holistic goal-centered care from
diagnosis to end-of-life through patient stories, self-reflection, community engagement, and transformative communication.

Events, Opportunities Offered by our Organization:
Lunch talks, Dinner events, Shadowing opportunities

What we are Looking for in a Candidate:
Interest in palliative care, hospice, end of life care, and/or interdisciplinary team based holistic care of patients, available time commitment, organization and leadership skills.

Available Positions:
2-3 co-coordinators

Position Titles, Roles, Expectations:
Co-coordinator responsibilities include: organizing lunch talks, establishing shadowing opportunities (connections with physicians already exist), and other gatherings for students to learn about palliative care and hospice; 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: Applications will be sent out on December 6th to our email list. Please email kpaulsen@mednet.ucla.edu if you do not receive an application and are interested.

Application Timeline Process:
Application Opens: 12/6/19
Due Date: Monday 1/5/20
Applicants Notified by: 1/31/20

Time in which we intend to notify applicants:
Late January and early February 2020

What means should applicants use to Contact Us with Questions.
Kate Paulsen: kpaulsen@mednet.ucla.edu
Carlee Blakemore: cblakemore@mednet.ucla.edu
Pathology Interest Group (PathIG)

Organization Coordinator(s):
Lauren Uchiyama, Amanda Miller and Isabel Goronzy

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. The goal of this group is to increase awareness, increase interest in the field and provide a structured forum to gain information about pathology as a career. We have held workshops on microscopy, and relevant STEP 1 and Block review to benefit not only those interested in pathology, but also 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. Research In Pathology
4. Microscope sessions for block review
5. Personalized shadowing opportunities
6. Weekly UCLA autopsy conference attendance

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 (please email coordinators)
After reviewing the applications, we will select two candidates for the position.

Application Timeline Process:
We will notify applicants no later than January 17, 2020.
Organization Coordinator(s):
Emma Burdekin, Sumana Rallapalli, Mentorship Chair: David Ly, AAP Delegate: Vida Sandoval

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 and 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: mentorship program that pairs students one-on-one with pediatric resident 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 and serve 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 the end of the year.

**Our Organization’s Application Process:**
Interested MS1s will complete an application, detailing their interest and qualifications for leading PIG during the 2020-2021 academic year. This application will be emailed to our email listserv on December 3. 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
- Close the application on January 5
- Select and notify new coordinators by January 31
- Email Mary Ann the names of the new coordinators by January 31

**Time in which we intend to notify applicants:**
January 31

**What means should applicants use to contact us with questions.**
Contact any of us with questions:
Emma: eburdekin@mednet.ucla.edu
Sumana: srallapalli@mednet.ucla.edu
David (mentorship chair): dbly@mednet.ucla.edu
Vida (AAP delegate): vsandoval@mednet.ucla.edu
Physical Medicine & Rehabilitation Interest Group (PM&RIG)

Organization Coordinator(s)
Harsh Gupta
Rishi Sinha

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 a Candidate
We are looking for organized students with a strong interest in PM&R 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 to develop and innovate ideas for events to inform and connect students with the specialty.

Available Positions
Two to three coordinator positions

Position Titles, Position Roles, Expectations
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**

- Email the coordinators with a cover letter answering the following questions by 01/03/20:
  - Why are you interested in leading the PM&R interest group?
  - What relevant past experiences would make you a good candidate?
  - What ideas do you have for the upcoming school year?
  - Attach a current resume
- Applicants will then be notified of the decision by 01/10/20

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

hgupta@mednet.ucla.edu
rishisinha@mednet.ucla.edu

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**Plastic and Reconstructive Surgery Interest Group (PRSIG)**

**Organization Coordinator(s):**

Vikram Krishna
Dillon Dejam

**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 complete the following Google form in order to apply for this position - https://forms.gle/hGbeaCo2jM85gr2P8.

Application Timeline Process:
Please submit your application by January 5th.

Time in which we intend to notify applicants:
We will contact applicants by January 31st.

Contact Coordinators:
vikramkrishna@mednet.ucla.edu
ddejam@mednet.ucla.edu

Psychiatry Student Interest Group (PsychSIG)

Organization Coordinator(s):
David Adams

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; application will a series of a few questions to help us understand your interest in psychiatry and ideas for the group going forward.

Application Timeline Process:
Application opens: 12/03/19
Application deadline: 01/09/20
Applicant notified by: 01/20/20

Time in which we intend to notify applicants:
Public Health and Preventative Medicine Interest Group

Organization Coordinator(s):
Amanda Miller
Terri Shih

Our Missions & Goals:
The UCLA Preventive Medicine Training program is a fellowship training program housed under the Division of Medicine-Pediatrics in the Department of Medicine. It has the vision of training physicians to be leaders and innovators in the field of preventive medicine. We train physicians to be skilled in understanding how social determinants of health affect overall health so that equitable interventions are created to improve individual and population health.

The program offers medical students the opportunity to
1) participate in the planning, execution and evaluation of public health, preventive medicine and community-based health programs,
2) learn from leaders in the field about public health and preventive medicine careers,
3) spend time in the local department of public health to learn its varied functions.

Events, Opportunities Offered by our Organization:
Lunch talks, research panels, and other opportunities for students to learn from and interact with faculty from the Fielding School of Public Health, LA County, and beyond. Longitudinal community outreach collaborations with local organizations including PATH LA. Chances to participate in public health education and outreach events in the wider Los Angeles Community.

What we are Looking for in a Candidate:
We are looking for students who are interested in public health and preventative medicine and want to learn more about this topic and further integrate the field into their medical school training experience. We would give preference to students who have previous experience in public health, have a passion for public health, and want to help get others involved!
Available Positions:
2 (Either President/Vice President or 2 Co-Coordinators)

Position Titles, Roles, Expectations:
Plan all events for the interest group for the upcoming year. Facilitate collaborative events and longitudinal experiences for students interested in public health and preventative medicine. Help students get into contact with faculty doing public health work and potential public health research or community outreach projects.

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; application will consist of a series of a few questions to help us learn about your ideas and interest in public health.

Application Timeline Process:
Application opens: 12/03/19
Application deadline: 01/09/20
Applicant notified by: 01/20/20

Time in which we intend to notify applicants:
Please see above.

What means should applicants use to Contact Us with Questions.

Amanda Miller:
acmiller@mednet.ucla.edu

Terri Shih:
terrishih@mednet.ucla.edu

Radiology and Interventional Radiology Interest Group (RIRSIG)

Organization Coordinator(s):
Kimberly Yan
Scott Meyer
Our Mission & Goals:
Diagnostic 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. Interventional Radiology (IR) is an independent specialty that is rapidly growing and evolving. Our interest group has the following goals:
• Introduce medical students to both the fields of Radiology and Interventional Radiology
• Bring Interventional Radiologists and Diagnostic Radiologists to teach and expose students to the fields

Events, Opportunities Offered by our Organization:
• Introduction to Radiology, Rad Onc, Nuclear Medicine, and IR lunch talk
• Workshop on ultra-sound guided catheter placement and biopsy, jointly held with Ultrasound Interest Group
• Shadowing and Research Opportunities

What we are Looking for in a Candidate:
• Demonstrated interest in Radiology or Interventional Radiology
• Past leadership experience
• 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:
• None

Our Organization’s Applicant Process:
• Email the coordinators with a cover letter answering the following questions:
• Why are you interested in leading the Radiology/IR interest group?
• What relevant past experiences would make you a good candidate?
• What ideas do you have for the upcoming school year?
• Attach a current resume

Application Timeline Process:
• Applications released on 12/6/19
• Application deadline on 1/5/20
Time in which we intend to notify applicants:
- 1/17/20

What means should applicants use to Contact us with Questions:
- kimberlyyan@mednet.ucla.edu
- stmeyer@mednet.ucla.edu

Sports Medicine Interest Group (SMIG)

Organization Coordinator(s)

Thomas Olsen TEOlson@mednet.ucla.edu

Nicole Nguyen NiNguyen@mednet.ucla.edu

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**

Thomas Olsen TEOlson@mednet.ucla.edu

Nicole Nguyen NINguyen@mednet.ucla.edu

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**Student Interest Group in Neurology (SIGN)**

**Organization Coordinator(s):**

Samuel Kim, Aloukika Shah

**Our Mission & Goals:**

The Student Interest Group in Neurology (SIGN) seeks to foster interest in the field of neurology and inform career planning. With the aid of faculty neurologists and patients, we strive to provide insight
into the neurologist’s work, lifestyle and career options, as well as the patients and medical conditions he/she manages and interacts with.

Events, Opportunities Offered by our Organization:
Introductory lunch talk and dinner panel with attending neurologists, shadowing and mentorship opportunities with faculty, discussion offering insight into the perspective of patients affected by neurological conditions.

What we are Looking for in a Candidate:
Interest in neurology, leadership and interpersonal skills

Available Positions:
2-3 Co-coordinators

Position Titles, Roles, Expectations:
Co-coordinators are expected to show initiative in leading the group, including arranging events, communicating/coordinating with faculty and guest speakers, and exercising general responsibility and organizational skills. They must also maintain contact with our faculty advisor, Dr. Inna Keselman.

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

Our Organization’s Applicant Process:
Apply via provided link, which includes submission of a brief statement and CV/resume.

Application Timeline Process:
Please submit your application using the link below by 1/5/2020 at 11:59 PM:
https://docs.google.com/forms/d/e/1FAIpQLSe3rDr_03MPUXL02yOFiRv5tsRvXTX-rb-S5oaVZ9o8HFO/viewform?usp=pp_url

Time by which we intend to notify applicants:
1/21/2020

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

Surgery Interest Group (SIG)
Organization Coordinator(s):
Zoe Trutner
Ehsan Izadmehr
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 Applicant Process
Application will involve CV submission and some short essays regarding interest.

Students will be notified within 1-2 weeks.

Application Timeline Process
Fill out the application at this link by 1/3/20. Students will be notified within 1-2 weeks. Please email coordinators below for specific information.
https://docs.google.com/forms/d/1oF9jRDIlHViQ6Tv9yEN6E2ZgCi9v2W5_ExNXyr2nBl/edit

Contact Coordinators:
Application:
Submit answer to the following (<200 words each) to ztrutner@mednet.ucla.edu
Why are you interested in becoming a coordinator for SIG?
What is your experience with surgery, if any?
How do you plan to improve, change, and contribute to SIG next year?
Please upload your CV.

Ultrasound Interest Group (USIG)

Organization Coordinator(s):
Le       Danny       DQLe@mednet.ucla.edu
Yang     Jamie       JOYang@mednet.ucla.edu
Guorgui  Jacob       JGuorgui@mednet.ucla.edu
Dhindsa  Yasmeen     YDhindsa@mednet.ucla.edu
Ali      Sahl        SahlAli@mednet.ucla.edu
Chowdhary Harshika   HChowdhary@mednet.ucla.edu

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 email us at usig.ucla@gmail.com.

Application Timeline Process:
• Applications are due on January 7th, 2020.

Time in which we intend to notify applicants:
• Applicants will be notified by January 30th, 2020.

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):
Jacob Guorgui
Kevin Walsh
Alice Yu

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, An Academic Career in Urology)
- Surgical Skills Workshop (Intro to Suturing Skills in the CASIT lab)
- 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 its 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:
An application will be sent to our listserv or upon written request.

Application Timeline Process:
Applications will be released before the end of December and due on January 5, 2020. Selected applicants will be notified by January 30, 2020.

Time in which we intend to notify applicants:
January 30, 2020

What means should applicants use to Contact Us with Questions.
alyu@mednet.ucla.edu; kjwalsh@mednet.ucla.edu; jguorgui@mednet.ucla.edu

Women in Surgery Interest Group (WISIG)

Organization Coordinator(s):
Kera Kwan and Alina 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. Scrubbing in 101 – 2 repeat workshops (usually in October/November)
3. WiSIG Fall Dinner, Panel, and Discussion
4. SiG/WiSIG Annual Surgery and Surgical Specialties Mixer (January)
5. Visiting Professor Lunch Talks (1-2 per year)
6. Women in Surgery Spring Reception (March)
7. WiSIG MS4 Surgery Match Panel (April)

**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.

Please keep submissions under 1 page single spaced.

Application Timeline Process:
1. Please submit your applications by Sunday, January 5th.
2. New leaders will be informed of their selection by January 31st.

Time in which we intend to notify applicants:
Friday, January 31st.

What means applicants should use to Contact Us with Questions.
Please feel free to email us at wisig.ucla@gmail.com with any questions! You can also reach out to us personally at klkwan@mednet.ucla.edu or ajchen@mednet.ucla.edu. We look forward to reading your applications and working with you!

Wilderness Medicine Interest Group

Organization Coordinator(s):
Kiara Owens and Karen Bryan

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 and 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 lunch talks, workshops, possible wilderness trips 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 fill out this form by 1/5/20: [https://forms.gle/bN37Jm5MPTvTFA2m6](https://forms.gle/bN37Jm5MPTvTFA2m6)
We will let you know by 1/30/20.

**What means applicants should use to Contact Us with Questions.**
Feel free to email Karen (KBryan@mednet.ucla.edu) or Kiara (KiaraOwens@mednet.ucla.edu) with any questions! We look forward to reviewing your applications!

**NATIONAL & REGIONAL ORGANIZATIONS**

American Medical Association (AMA)
Organization Coordinator(s):
Jamie Ko and Russyan Mark Mabeza

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-Chairs (2)
Vice Chair for Policy
Vice Chair for Outreach and Communications
DGSOM Delegate
CDU Delegate

Position Titles, Roles, Expectations:
Co-Chair(s):

The Co-Chairs plan, organize, and coordinate UCLA/CDU chapter events. They coordinate with other student organizations with similar interests to put on co-sponsored events on campus. Co-Chairs facilitate monthly board meetings and coordinate the logistics of chapter events, including SAO funding and space booking. Additionally, they represent 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. They may also work on updating the AMA membership on health policy issues relevant to LA County.

Responsibilities (shared upon Co-Chairs’ discretion):

1. Attend regional chapter policy meetings with other Co-Chairs and delegates
2. Meet regularly with chapter advisor (Dean Clarence Braddock)
3. Assist on resolutions whenever possible
4. Organize on campus events & collaborate with other on-campus organizations
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
7. Attend LACMA Young Physicians Committee meetings.
8. Attend LACMA events to network with Los Angeles County physicians and build the UCLA chapter’s network of mentors and event speakers.
9. 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 Co-Chairs will secure LACMA funding for UCLA students to attend relevant conferences and CMA events.
10. Keep apprised on LACMA events and opportunities (i.e., Young Physicians Networking mixer, policy competition) and provide updates to the Executive Board as well as the Communications Director via membership wide emails.

AMA/CMA Delegates and Alternate Delegates (DGSOM/CDU):

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 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). Delegates 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. 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-Chairs and delegates
2.) Write/assist in proposing ideas and writing resolutions for our AMA chapter
3.) Represent our AMA UCLA/CDU chapter at CMA & AMA meetings, review resolutions in preparation for meeting, share with the chapter, and provide updates on said meetings afterwards

Vice Chair for Policy:
The Vice Chair for Policy ensures that our student body is up to date on the advocacy efforts of the CMA and AMA. Because resolution writing is the primary way in which medical students may influence CMA and AMA policy, the policy chair will ensure the student body understands the resolution writing process and be responsible for maintaining a calendar of resolution deadlines. He or she may also work in collaboration with the Executive Board to coordinate events or distribute information to the student body on timely health policy issues.
1. Keep apprised of the CMA and AMA resolution process and update chapter and board on upcoming resolution deadlines (e.g., deadlines for quarterly CMA submissions, deadlines for Interim and Annual AMA resolutions, etc). The Policy Chair will calendar these events well in advance and send reminders to the AMA Executive Board and the Communications Director via membership wide emails.
2. Keep up to date on AMA and CMA press releases and active policy initiatives and campaigns (i.e., campaign against ACA repeal). The Policy Chair will update AMA Executive Board at monthly meetings and identify avenues for student involvement in advocacy initiatives.
3. Direct interested students to resources for resolution writing and work with the Co-Chairs to link students to longitudinal chapter engagement.

Vice Chair for Outreach and Communications:
There are a lot of moving pieces regarding AMA, CMA, and LACMA. The Vice Chair for Outreach and Communications ensures that all of these pieces are properly communicated in a timely manner. They ensure that every person interested in participating in chapter efforts, as well as state and national events, are properly connected to the proper channels (email listservs, Slack, GroupMe, etc.). They keep on top of communications from CMA, LACMA, and AMA and forward appropriately to the rest of the chapter.
1. Aggregate emails from AMA Executive Board on a weekly basis and distribute a weekly digest to Board and AMA listserv membership.
2. Update Facebook and Instagram within 3 days of LACMA/CMA/AMA events
3. Send emails to local chapter members about upcoming events, conferences, and advocacy efforts

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 by Monday, January 6th, 2020: 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 Monday, January 6th, 2020.
• Interviews will be conducted by the Co-Chairs, Delegates, and Vice Chair for Policy.
• Candidates will be offered positions shortly thereafter and have one (1) week to accept or decline.
• This timeline may be modified. The Chapter will be notified if this happens.

PLEASE USE THE LINK BELOW TO APPLY

https://forms.gle/PNqS55f3vzCxajM99

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

American Medical Student Association (AMSA)

Organization Coordinator(s):

Ashtari     Neda     NAshtari@mednet.ucla.edu
Temelkovska  Tijana  TTemelkovska@mednet.ucla.edu
Ko             Jamie    JSKo@mednet.ucla.edu
Chen          Alina    AJChen@mednet.ucla.edu
Singh       Apeksha   ASSingh@mednet.ucla.edu
Fehring     Jenny      JFehring@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

**Education Director (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

**Advocacy Director (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

Outreach Director (1-2 position):
• Coordinate projects that don’t fall under advocacy or education but are consistent with AMSA missions

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.

Ashtari Neda NAshtr@mednet.ucla.edu
Temelkovska Tijana TTemelkovska@mednet.ucla.edu
Ko Jamie JSKo@mednet.ucla.edu
Chen Alina AJChen@mednet.ucla.edu
Singh Apeksha ASSingh@mednet.ucla.edu
Fehring Jenny JFehring@mednet.ucla.edu
American Medical Women’s Association (AMWA)

Organizer Coordinator(s)
Co-President: Shelby Willis
Co-President: Karen Bryan

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**

If you are interested in being a coordinator for AMWA, please fill out the following application: https://forms.gle/ftnwweTK RyzaLadf9


**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**

Karen Bryan  kbryan@mednet.ucla.edu
Shelby Willis  slwillis@mednet.ucla.edu

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

Organization Coordinator(s):
President – Seong (Andy) Moon
Vice President of Community Health – Hyejoon Kim, Charielton Long, Serina Gee
Minority Health Liaison – Amanda Tran, Alisse Singer
Vice President of Health Disparities - Terri Shih, Levina Lin
Mentorship Chair - Alexander Pham

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 (2 position)
Vice President of Community Health (3 positions)
Minority Health Liaison (2 position)
Vice President of Health Disparities (3 positions)
Mentorship Chair (2 positions)

Position Titles, Roles, Expectations:
President (2 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 (3 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 & Webmaster (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. 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.

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, Pride Alliance) 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.

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://docs.google.com/forms/d/e/1FAIpQLScxOFAR5cvQYcwUukbHOyxu_9idFEYuJsui47MhhBT8FG_3yg/viewform?usp=pp_url

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 6th, 2019 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 Presidents, Jason Yang (jjang@mednet.ucla.edu) or Emily Chang (emilychang@mednet.ucla.edu) with any questions.
Christian Medical & Dental Association (CMDA)

Organization Coordinator(s):

Arriola Vincent VArriola@mednet.ucla.edu

Arriola Daniel DArriola@mednet.ucla.edu

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:

Arriola Vincent VARriola@mednet.ucla.edu
Arriola Daniel DARriola@mednet.ucla.edu

Jewish Medical Student Association (JMSA)

Organization Coordinator:
Jessica Cranston

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 Weiner from Cedars-Sinai.
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:
1-3 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.
Mednet email

Latino Medical Student Association (LMSA)

Organization Coordinator(s):
Aileen Arevalo
Vanessa Nunez

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:
Annual Lennox Health Fair, 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)
7) Lennox Fair Coordinator chairs (Head Coordinators (2), Student Volunteer Coordinator(1), Physician Volunteer Coordinator (1), Advertising Coordinator (1), Supplies Coordinator (1))
8) Medical Student Representatives (4)
9) Historian/Webmaster Co-chair (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 available online: Early-mid December
Applications due Jan. 5th, 2020 through the link below:

https://forms.gle/xneiRZ4XVSf88gp26

Electronic Elections: Second week of January

Time in which we intend to notify applicants:
By January 18th, 2020

What means should applicants use to Contact Us with Questions.
aileenarevalo@mednet.ucla.edu
vnunez@mednet.ucla.edu

Pride Alliance at DGSOM/CDU

Organization Coordinator(s):
Keith Yiu Kei Wong, Catherine Bradley, AJ Schuster

Our Mission & Goals:
The Pride Alliance at DGSOM/CDU 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, intersex, asexual, or anywhere on the LGBTQIA+ spectrum individuals. As a student and faculty organization, we strive to provide networking and social opportunities to connect with like minded 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 LGBTQIA 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 LGBTQIA communities.
Specific Goals/Achievements include:
- Augmenting the curriculum to provide more in-depth information for LGBTQIA patient care, both medical and psychiatric
- Plan and create opportunity to (1) education the student body about LGBTQIA care, (2) build mentorship between faculty members, residents, and medical students, (3) build community with other LGBTQIA medical students in other medical school
- Disseminating opportunities to the UCLA Med community about events related to LGBTQIA health care
- Planning the annual Southern California LGBTQIA Health Conference

Events, Opportunities Offered by our Organization:
- Intro Social - an introduction to Pride Alliance 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
- LGBTQIA Patient Panel - a patient panel that addressed barriers to healthcare for LGBTQIA persons of color, patient/doctor relationships for LGBTQIA patients, and advice for current and future providers.
- Lunch Talk Lecture Series - LGBTQIA physicians and/or physicians who care for LGBTQIA population come speak during lunch about their areas of expertise
- Social with USC - a social with USC medical students who also identify as LGBTQIA+
- LGBTQIA Resident Roundtable - An informal forum for medical students to hear about the resident experience from LGBTQIA-identifying residents
- Southern California LGBTQIA Health Conference - We collaborate with other SoCal health professional schools to organize this annual conference

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

Available Position Titles, Roles, Expectations:
Roles are flexible depending on the 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 (such as with the undergrad Lavender Health Alliance).
- **Alumni Liaison:** Helps to coordinate with MSIIIs and MSIVs and beyond to participate in the Pride Alliance activities
- **Trans Student Initiative Chair:** Work with DGSOM and UCLA Health administration to advocate for policy, program, and curriculum changes to improve institutional climate for our trans and gender non-binary members of the DGSOM and UCLA Health community.

We also welcome ideas for new positions and want to include as many interested and enthusiastic students as possible, so don’t hesitate to contact us if you’re interested.

**Requirements for Applying or Pre-Requisites:**
- Have attended at least one Pride Alliance 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.**

ywong@mednet.ucla.edu
clbradley@mednet.ucla.edu
aschuster@mednet.ucla.edu

**Medical Students for Choice (MSFC)**

**Organization Coordinator(s):**
Ananya Bhatia-Lin, Alma Lopez, Carly Chiwiwi

**Our Mission & Goals:**
Our mission? To promote REPRODUCTIVE JUSTICE amongst our fellow medical students & form a community of medical professionals passionate about abortion access, equitable women’s health care, and supplementing our medical training in order to be the best physicians possible for all people with vaginas!

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, specifically through longitudinal shadowing experience in the UCLA Family Planning Department.
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 (Manual Vacuum Aspiration, IUD insertion, laparoscopic skills, 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, specifically through Values Clarification and Attitude Transformation workshops.

Events, Opportunities Offered by our Organization:
1. Family planning skills workshops:
   a. Annual Papaya Workshop to learn information and hands-ons skills of first-trimester abortions.
   b. Surgical Skills workshops to further develop skills such as IUD insertion, manual vacuum aspiration, suturing and basic laparoscopy techniques.
2. Movie night
   a. Watch a documentary or fictional film related to abortion and reproductive rights to stimulate learning and discussion.
3. Longitudinal Shadowing Experience
   a. A unique three-day experience learning about the various aspects of abortion provision and the barriers patients face in seeking abortion. Specifically, students will learn about Title X funding, abortion coordination and insurance coverage, as well as shadow residents and attendings in the clinic and OR for second-trimester abortion procedures.
4. Values Clarification and Attitude Transformation (VCAT) Workshop
   a. VCAT workshops encourage participants to explore their assumptions about abortion and examine their role in ensuring women’s safe access to abortion care. VCAT workshops are effective at improving participants knowledge, attitudes and behavioral intentions related to abortion care.
5. Curriculum Reform
a. Work with MSFC national organization and the DGSOM faculty and community to promote curricular changes.

6. 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.

7. 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.

8. Networking opportunities to engage in local and national advocacy work
   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.

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 (2-3)

Position Titles, Roles, Expectations:
Co-coordinator (2-3): 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.

Requirements for Applying or Pre-Requisites:
No special prerequisites 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:
Please fill out this Google form to apply: https://forms.gle/aEnw6QeW97xcYEa88
Application Timeline Process:
Application Deadline: 01/11/20
Notification: By 02/01/20

What means should applicants use to Contact Us with Questions.
abhatalin@mednet.ucla.edu
cchiwiwi@mednet.ucla.edu
almalopez@mednet.ucla.edu

Scrubs Addressing the Firearm Epidemic (SAFE)

Organization Coordinator(s):
Jessica Cranston, Sumana Rallapalli, Sophia Tiene

Our Mission & Goals:

SAFE (Scrubs Addressing the Firearm Epidemic) is made of U.S. physicians, nurses, healthcare professionals, and medical students dedicated to eliminating the American firearm violence epidemic through research, education, and evidence based policy. Our goals are to implement a standardized medical curriculum about firearm safety in medical schools and residency programs, raise funding for firearms research to improve our knowledge about how to best combat this issue, and support evidence-based policy changes.

Events, Opportunities Offered by our Organization:

SAFE activities include rallies to raise awareness of the firearm epidemic as a health epidemic, educational events about the epidemiology of gun violence, workshops on treating firearm wounds, and many more firearm advocacy events. The group also offers coordinators the opportunity to get involved in firearm research as well as curriculum redesign - one that educates students about the firearm epidemic as well as how to talk to patients about firearms.

What we are Looking for in a Candidate:
Students that can handle the roles/expectations and characteristics listed in the following sections. In addition, we would love to see students who are passionate about addressing the firearm epidemic. We would also love to hear from those who have new ideas to contribute to SAFE’s growth.

Available Positions: 3-4 Co-coordinator positions

Position Titles, Roles, Expectations:
We expect our SAFE Co-Coordinators to meet 1-2 times per 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 a SAFE coordinator to be in “charge” of the logistics of a particular event (e.g. one person is in charge of the Rally, one person in charge of a particular lunch talk, 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. While each SAFE 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 gun violence advocacy and must have strong organizational skills as well as team-driven goals.

Our Organization’s Applicant Process:
https://forms.gle/hevJZudP9bQknRM1A

After filling out the above application, 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 5 - Submit Application
Jan 6-18 - Review applications
Jan 21-25 - Hold interviews for select applicants
Jan 26 - Notify applicants of their status
Jan 28 - Deadline for applicants to accept or deny the position
Jan 28-29 - Offers made to alternates with 2 day deadlines (if necessary)
Jan 31 - 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 jcranston@mednet.ucla.edu

Students for a National Health Program (SNaHP)/ California Health Professional Student Alliance (CaHPSA)

Organization Coordinator(s):
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 work toward 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 increased access to healthcare in the state.

Physicians for a National Health Program (PNHP) advocates for universal, quality, comprehensive single-payer national health insurance. 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, in the US known as “Medicare for all,” is a system in which a public agency organizes health care financing, but the delivery of care remains largely in private and non-profit health organizations for access by patients. 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 improving access to healthcare for all Californians by advocating for legislation that can help achieve such goals. Student leaders and all medical students can participate in local actions and in legislative advocacy in Sacramento to continue to transform the access to healthcare in the state. One such activity for members can be to participate in the the CaHPSA’s roadmap sessions to work toward a single-payer health system for the state. Another major action for members and medical students is to assist individuals in enrolling for Covered California health plans and Medi-cal (CA’s Medicaid) through CaHPSA’s Project Whitecoat.

Events, Opportunities Offered by our Organization:

- Enroll individuals in Covered CA health plans and Medi-cal through Project Whitecoat
- Workshops on Medicare-for-All
- Health Policy Conferences: Students for a National Health Program (SNaHP) Annual Summit - Spring 2020
Networking and Mentorship: PNHP National Meetings and mixers in Los Angeles
Be connected to national and state organizations working to transform our healthcare system so that every person has access to healthcare.
Work with CaHPSA on developing a roadmap to achieve universal access to healthcare in the state.

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)
Project Whitecoat Director (1)
Campus-wide Outreach Director (1)

Position Titles, Roles, Expectations:
Co-Chairs: The Co-Chairs 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.

Project Whitecoat Director: Will coordinate Project Whitecoat certifications for medical students and opportunities for students to help enroll individuals into Medical and Covered California plans. This position coordinates with CaHPSA to facilitate trainings for students to become certified enrollment counselors (CECs).

Campus-wide Outreach Director: Will work with Connecting Californians to Care - Undergraduate (Undergraduate arm of CaHPSA as UCLA) and graduate students outside of the medical school 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 150 and 300 words. You may also include relevant qualifications and past experience in similar roles.
3. Submit your statement through the following form: https://forms.gle/49pZRCV1WuEchceh7
   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 Friday, December 6, 2019 and are due Sunday, January 05, 2020.

**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.**
Cecilia Ramirez (ceciliamramirez@mednet.ucla.edu)
Michelle Li (mkli@mednet.ucla.edu)
Natalia Garcia Penaloza (ngarciapenaloza@mednet.ucla.edu)

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**Student National Medical Association (SNMA)**

**Organization Coordinator(s) (Holding the position of Chapter Co-Presidents):**

- Osias Ethan EOsias@mednet.ucla.edu
- Taylor Charnise CRTaylor@mednet.ucla.edu
- James Kevin KJJames@mednet.ucla.edu
- McIntyre Denise DMcIntyre@mednet.ucla.edu
- Fields Sherri SFFields@mednet.ucla.edu
- Cole Taylor TACole@mednet.ucla.edu
- Williams Dominic DominicWilliams@mednet.ucla.edu
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
● SNMA Student Welcome
● “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
● Second look student welcome with LMSA

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
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:**
Please contact with interest:

Osias Ethan EOsias@mednet.ucla.edu

Taylor Charnise CRTaylor@mednet.ucla.edu
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.

Osias Ethan EOSias@mednet.ucla.edu
Taylor Charnise CRTaylor@mednet.ucla.edu
James Kevin KJJames@mednet.ucla.edu
McIntyre Denise DMcIntyre@mednet.ucla.edu
Fields Sherri SFFields@mednet.ucla.edu
Cole Taylor TACole@mednet.ucla.edu
Williams Dominic DominicWilliams@mednet.ucla.edu
COMMUNITY & SERVICE ORGANIZATIONS

Anatomy Academy
Organization Coordinator(s): Josiah Low, Vikram Krishna, Thomas Olson

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 have included 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: 3 positions

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 (health fairs 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 2019-2020 academic year. This application will be emailed to our email list serve on December 20. The new coordinators will be selected based on this application. There will not be an interview process.

**Application Timeline Process:**
- Open application on December 20
- Anyone interested should fill out applications by January 4
- Select and notify new coordinators by January 11
- Email Mary Ann the names of the new coordinators by January 14

**Time in which we intend to notify applicants:**
Applicants will be notified by January 11

**What means should applicants use to Contact Us with Questions?**
Vikram Krishna: vikramkrishna@mednet.ucla.edu
Josiah Low: josiahlow@mednet.ucla.edu
Thomas Olson: teolson@mednet.ucla.edu

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**First Generation Students at UCLA DGSOM (First-Gen)**

**Organization Coordinators:** David Ho, Alma Lopez, David Ly, Micaela Torres
**Student Advisors:** Jorge Ballon, Stephanie Clavijo

**Faculty Advisor:** Margarita Loeza,, M.D.

**Our Mission & Goals:**
- First Gen is an extension of the larger UCLA-wide First To Go Initiative highlighting the first-generation experience in higher education. In this group, first gen medical students are those who are the first in their family to attend college. Students who identify as "First Gen" will be
able to connect to other DGSOM students, residents, fellows, faculty, and alumni who are proudly First Gen themselves.

- We envision mentorship and tailored resources that focus on student, resident, and faculty well-being and self-preservation (from the medical school years to beyond), through the First-Gen lens.
- We will connect to First Gen resources/workshops at the UCLA university level (the established UCLA First To Go! Initiative), including but not limited to:
  ○ mentorship (if interested) between First Gen medical students and First-Gen UCLA college pre-medical students
  ○ networking between First-Gen graduate chapters (e.g. UCLA Anderson School of Management, UCLA Law, First-Generation Graduate Student Council at UCLA)
  ○ advocacy of First Gen concerns and issues at bimonthly UCLA First Gen Advisory Board meetings
- We seek to connect, empower, and celebrate the First Gen community in medicine.

Events, Opportunities Offered by our Organization:

EVENT #1
Event name: White Coat First Gen Family Orientation & Luncheon
Proposed Date: Introduction to the Professions Week (day of White Coat Ceremony)
Type of Event: Community Building, Informational discussion

The goal of this event is to create a sense of community for the family members of incoming MS1’s who were the first in their families to graduate from college (First Gen). We want to make these family members feel included in the UCLA space, when academia may be very foreign to them. We will also give them a basic sense of what medical training and a career in medicine may look like.

EVENT #2
Event name: First Gen Community Dinner @ DGSOM
Proposed Date: Introduction to the Professions Week
Type of Event: Mentorship, Career guidance, Community Building

The First Gen Community Dinner creates a safe space for UCLA first generation medical students to connect with fellow first generation medical students, faculty, residents, fellows and staff. Through these events, we hope to build community and get to know one another.

EVENT #3
Event name: DineFirstGen
Proposed Date: Year-round
Type of Event: Mentorship, Networking

The goal of these gatherings is to create families within our larger first gen community in an effort to champion mentorship for first gen medical students and professionals. The groupings are composed of
first gen faculty members, residents, staff and first gen medical students. The groups will: 1) foster mentorship among all levels of the medical pathway 2) meet and greet according to the groups' desire to build community in a close-knit setting.

EVENT #4

Event name: UCLA First Gen Medical Student Panel
Proposed Date: Spring Quarter
Type of Event: Networking, Informational discussion
Proposed SIG Collaborator: UCLA First Gen Initiative (FYE)

We will invite DGSOM First Gen leadership and student members to participate in the UCLA First Gen medical student panel. At the event, undergraduate students will be able to build connections and learn about the medical career path from current First Gen medical students. This will allow medical students an opportunity to share their experiences and provide mentorship.

Available Positions:
Co-Presidents (4)

Position Titles, Roles, Expectations:
Co-Presidents: The duties assigned for all co-presidents are to appoint committee chairpersons, appoint members to newly-created positions, call special meetings of the entire organization or board when deemed necessary, call a special election when necessary. In addition preside over meetings of the organization, act as official representative of the organization, and sign all necessary correspondence.

What we are looking for in a Candidate:
We are looking for leaders who are passionate about our mission of supporting medical students who identify as a first-generation college graduate. Candidates should champion mentorship and seek to connect, empower and prepare our first generation UCLA community for pathways in medicine.

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

Application Timeline Process:
Contact Co-Presidents

Time in which we intend to notify applicants:
Contact Co-Presidents

What means should applicants use to contact us with questions.
David Ho: drho@mednet.ucla.edu
Alma Lopez: almalopez@mednet.ucla.edu
David Ly: dbly@mednet.ucla.edu
Micaela Torres: micaelatorres@mednet.ucla.edu
Los Angeles Human Rights Initiative

About us
Our mission is to provide pro-bono forensic medical evaluations for individuals seeking asylum in the U.S. on account of torture or other forms of persecution experienced in their home countries. As medical students, we conduct these evaluations in collaboration with experienced clinicians and are affiliated with Physicians for Human Rights.

We also work to increase awareness about the challenges faced by asylum seekers amongst healthcare providers and the general public.

We have many open positions with nearly 20 medical students and other graduate students working with us. All information on open positions and how to apply are available on our website: https://lahumanrights.org/leadership-structure/

Deadline to apply: January 7, interviews will be scheduled during January

Contact:

Chu  Emily  ELChu@mednet.ucla.edu
Paul-Schultz  Jenna  JPaulSchultz@mednet.ucla.edu
Jiyoung  Lee  JiyoungLee@mednet.ucla.edu
Tang  Amber  ABTang@mednet.ucla.edu
Ko  Jamie  JSKo@mednet.ucla.edu
Bradley  Catherine  CLBradley@mednet.ucla.edu

Medical Education Interest Group (MEIG)

Organization Coordinator(s):
Kevin Nguyen
Harshit Gupta
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 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 prerequisites 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 the medical student class. Please apply using the following link:

https://forms.gle/EG2XWS4ua2Zsb9nu8

Application Timeline Process:
MS1s interested in leadership positions must apply by 1/5/20

Time in which we intend to notify applicants:
Applicants will be informed of their application status by 1/31/20
What means should applicants use to Contact Us with Questions:
If interested, please contact/email the current coordinators

KevinN@mednet.ucla.edu
hgupta@mednet.ucla.edu

Medical Spanish Interest Group (MSIG)

Organization Coordinators:

Hung Phoebe PhoebeHung@mednet.ucla.edu
Castellanos Erick ECastellanosGaither@mednet.ucla.edu
Hung Phoebe PhoebeHung@mednet.ucla.edu
Zhou Zoe NZhou@mednet.ucla.edu

Our Mission & Goals:
MSIG’s mission is to promote the importance of linguistic and cultural competency in medical education and in clinical practice. Given the large body of Spanish-speaking patients that we serve in the LA County and across the nation, MSIG believes it is essential for medical students to develop both their linguistic and cultural skills in order to provide optimal care for our Spanish-speaking patients. MSIG strives for its members to increase their fluency in medical Spanish and their understanding of Latino culture in order to reduce healthcare disparities created by cultural and linguistic barriers.

Our organization is comprised of 3 committees, each headed by a coordinator and overseen by the Head Coordinator. The committees are Curriculum Development Committee, Professional Development Committee, and Sociocultural Events Committee. Our faculty advisor is Dr. Michelle Aguilar.

Our organization’s overarching goals are to:

1. Promote an understanding of the impact of linguistic and cultural barriers on the delivery of quality healthcare.
2. Empower medical students to enhance their medical Spanish vocabulary in order to provide high quality and culturally-sensitive care to Spanish-speaking patients.
3. Encourage engagement with the Latino culture in order to increase cultural sensitivity and understanding of the Latino patient background.

**Events & Opportunities Offered by Our Organization:**
- Bi-weekly Spanish Conversation Workshops to learn Medical Spanish terminology from peer-to-peer tutors
- Monthly Clinical Skills in Spanish Workshops to practice conducting physical exam skills in Spanish
- Physician-Shadowing Opportunities organized and managed by the Professional Development Committee.
- Sociocultural events where members engage and learn about the Latino culture
- Collaborations with organizations that share common interests/goals with MSIG (eg. Lennox Health Fair, LMSA)
- All members of MSIG committees will be provided with plentiful opportunities for leadership and creative freedom as members are encouraged to improve upon and further develop our workshops, lesson plans, and/or events.

**What We Are Looking For in a Candidate:**
We are seeking individuals who feel passionate about improving the quality of healthcare for our Spanish-speaking communities through the reduction of language and cultural discordance between physicians and patients. We are seeking individuals who enjoy working in a team as our organization’s committees work closely in order to fulfill MSIG’s mission.

**Available Positions:**
1 Head Coordinator
1-4 co-coordinators for the Curriculum Development Committee
1-4 co-coordinators for the Professional Development Committee
1-2 co-coordinators for the Sociocultural Committee

**Position Titles, Roles, & Expectations:**
**Head-coordinator (1): Emilee**
Responsible for overseeing the execution of the mission of MSIG. Will serve as the primary point of contact and representative to the Medical Student Council and will work closely with all MSIG members in order to plan events, improve workshops and ensure smooth operation of all MSIG endeavors. In charge of MSIG facebook page, listserv, google drive, and all other records.

Curriculum Development Committee Coordinators (1-4): Emilee
In charge of overseeing all aspects involving MSIG’s bi-weekly Spanish Conversation Workshops, including developing theme-based lesson plans for complete beginners, beginners, intermediate and advanced levels, making room reservations, recruiting tutors and students, and securing food for events.
Professional Development Committee Coordinators (1-4): Miriam, Alast, Lourdes
In charge of overseeing all aspects involving MSIG's monthly Clinical Skills in Spanish workshops including developing lesson plans, room reservations, recruiting tutors and students, and securing food for events. In charge of the Physician Shadowing program including physician recruitment and distributing monthly shadowing sign-ups to MSIG listserv.

Sociocultural Event Committee Coordinators (1-2): Laura
In charge of all social and cultural events hosted by MSIG such as movie nights, potlucks, and collaborative events with other organizations.

Requirements for Applying / Pre-Requisites:
No Spanish experience is required for coordinator membership with the exception of the Curriculum Development Committee coordinators and at least one of the Professional Development Committee coordinators as they will develop lessons in Spanish. UCLA medical students taking time to do research, pursue a masters or PhD are also eligible to apply for membership.

Our Organization's Applicant Process:
Email with interest:

Hung        Phoebe    PhoebeHung@mednet.ucla.edu
Castellanos Erick    ECastellanosGaither@mednet.ucla.edu
Hung        Phoebe    PhoebeHung@mednet.ucla.edu
Zhou        Zoe       NZhou@mednet.ucla.edu

Emails that Applicants Should Use To Contact Us with Questions:

Hung        Phoebe    PhoebeHung@mednet.ucla.edu
Castellanos Erick    ECastellanosGaither@mednet.ucla.edu
Hung        Phoebe    PhoebeHung@mednet.ucla.edu
Zhou        Zoe       NZhou@mednet.ucla.edu
Medical Student Healthcare Education and Discussion (MedHEAD)

Organization Coordinator(s):
Vivek Shah, Daniel McClintock, Tina Huang, Samuel Lewis

Our Mission & Goals:
The Medical Student Healthcare Education And Discussion Interest Group (MedHEAD) seeks to create a space for students to learn foundational knowledge about Healthcare Systems, Policy, and Economics that will help us become better clinicians in the future. As clinicians, we can only do as much good as our system allows, and knowledge of healthcare and its parts will allow us to better utilize resources and advocate for changes to improve healthcare for all.

As many feel that there is a lack of basic Healthcare Systems information in our main curriculum, MedHEAD seeks to supplement our learning with student-led lectures and discussion. Ideally, the information we learn in the interest group can eventually be integrated into our main curriculum. While information on health policy is available at DGSOM in our curriculum through an MPH dual degree or the Healthcare selective, many students simply do not have the time or ability to take these routes. This interest group will significantly lower the barrier for seeking basic knowledge on our healthcare system.

Events, Opportunities Offered by our Organization:
The core of MedHEAD’s activities includes a several part, student-run lecture series on the basics of health insurance, including private markets, public insurance, and the ACA. Following this introductory series, we strive to bring in guest speakers with expertise in more advanced topics of health policy. We are excited and open to ideas that future leaders may have on lectures on other topics, mentorship programs, guest speakers, and advocating for more health systems in our main curriculum.

What we are Looking for in a Candidate:
As MedHEAD is a fairly new organization, we are looking for leaders to carry the club forward with consistent energy, initiative, and new ideas. We seek students that understand the importance of Health Systems knowledge for future physicians to learn and that are willing and excited to learn, teach, and advocate for such knowledge. No prior experience in health systems is required, though for the Main Lecturer position, we would prefer someone who has experience (even if just 1 course) in health systems. We would also love to hear from those who have new ideas to contribute to MedHEAD’s future growth.

Available Positions:
We are looking for 2 Head Coordinators along with 1-2 Supporting Coordinators dependent on the Head Coordinator needs/capacity. These are the positions held by the coordinators during the 2019-2020 school year, but the ultimate roles and responsibilities of the coordinators in 2020-2021 will depend on a reallocation of duties by the incoming leadership. We are very open to the new leaders morphing and sharing responsibilities moving forward!
**Head Coordinators:**
Main Lecturer
Logistics Chair

**Supporting Coordinators (potential):**
Publicity Chair
Finance Chair/MSC Liaison
Outreach Chair

**Position Titles, Roles, Expectations:**
MedHEAD Co-Coordinators typically meet about once per month to plan future events and delegate duties. Though each position has specific roles assigned to it, coordinators are expected to assist each other to complete all tasks as needed. While 5 coordinator positions are detailed below, the number and specific roles of coordinators may vary by year.

**Main Lecturer**
Primarily in charge of preparing and delivering presentations for MedHEAD’s events. Will share logistical duties with the Logistics chair and is the primary executive of the group (effectively President). While the Main Lecturer will be the primary instructor for MedHEAD’s lectures, they are also free to invite other students or guest speakers to give talks at MedHEAD events as well. Preferably, the Main Lecturer will have some experience in Health Systems, though it is not required and extensive training is not expected. We expect the main lecturer to be interested and proficient in teaching others.

**Logistics Chair**
Supports the Main Lecturer with logistical assistance and will make executive decisions if the Main Lecturer is unable to (effectively Vice President). Primary duties include reserving rooms, placing food orders, organizing lecture recordings. Dependent on comfort and capacity, both Head Coordinators can serve as Co-Lecturers and Co-Logistics Chairs.

**Publicity Chair**
In charge of drafting emails to the listserv, preparing event sign-ups, and general publicity (through emails and facebook) for the group.

**Finance Chair/MSC Liaison**
Primarily in charge of managing relations with MSC and SOLE and applying to both organizations for funding for events. Will be expected to attend the MSC Budget Committee Orientation at the beginning of the school year.

**Outreach Chair**
Coordinates any activity involving outside parties including future guest speaker invitations, joint events, curricular advocacy, or mentorship programs. As none of these programs are currently in place, this coordinator must be extremely self-motivated to seek out opportunities on their own and communicate well with other coordinators and outside parties.
Requirements for Applying or Pre-Requisites:
Applicants for Main Lecturer will be asked about previous experience in Health Systems and teaching. Logistics Chair and Supporting Coordinators must have strong organizational skills and work well in teams. Having attended MedHEAD 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 sent to the email listserv. Each application will be reviewed by the current coordinators and applicants will be notified if they are offered an interview. Following the interview process, Head Coordinators will be selected and they will be notified about their status via email. Following confirmation of Head Coordinators, selection of Supporting Coordinators will occur dependent on perceived need. Those offered a position will have approximately one week to accept or deny the position for the upcoming school year.

Application Timeline Process:
January 5 - Submit Leadership Application Form
Jan 5-12 - Review applications
Jan 12-19 - Hold interviews for select applicants
Jan 19 - Notify Coordinator applicants of their status
Jan 26 - Deadline for Coordinator applicants to accept or deny the position
Jan 31 - 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 SWLewis@mednet.ucla.edu

Mobile Clinic Project at UCLA (MCP)

Organization Coordinator(s):
Kiara Owens, Ricardo Rosales, Neha Reddy, Justin Zhang, Jennifer Wang, Ameen Chaudry

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 people experiencing homelessness and other vulnerable populations 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. 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 service to the community while learning about the unique integration of medical, social, and legal challenges that face this underserved population every day.

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. A high level of commitment--this is a time-intensive leadership position
6. Experience with underserved population preferred

Available Positions:
6

Position Titles, Roles, Expectations:
There will be 3 West Hollywood (WeHo) site coordinators, 2 Santa Monica – OPCC (Ocean Park Community Clinic) site coordinators, and 1 Companion Care coordinator. Roles entail coordinating medical student volunteers and 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 5-10pm, while OPCC site coordinators need to be free every first and third Saturday from 8:30am-12:30pm. The Companion Care coordinator leads weekly meetings every Monday night with undergraduate volunteers and helps with the development of this growing program within MCP in addition to attending monthly WeHo clinics. Additionally, coordinators must attend 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:
Application link HERE.
January 6th at 11:59pm– application due
Interviews will take place January 9th-10th

Time in which we intend to notify applicants:
January 13th
What means should applicants use to Contact Us with Questions.

WeHo Site Coordinators:
1. Kiara Owens: kiaraowens@mednet.ucla.edu
2. Neha Reddy
3. Ricardo Rosales

OPCC Site Coordinators:
1. Jennifer Wang
2. Ameen Chaudry

Companion Care Coordinator:
1. Justin Zhang

Feel free to contact us with any questions regarding the positions by reaching out to us directly or using the following email address: mcp.medicine@gmail.com.

Partnership for Progress (P4P)

Organization Coordinator(s)

Aileen Arevalo

Melvin Rico

Yesenia Calderon

Denise McIntyre

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 bond 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 inform 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 Kay Lynn 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

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**Project HEAL**

**Organization Coordinator(s):**
**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:**
Please email with your interest:

Inikori Eno EInikori@mednet.ucla.edu

Fink Peter PFink@mednet.ucla.edu

**Means Applicants Should Use To Contact Us with Questions:**

Inikori Eno EInikori@mednet.ucla.edu

Fink Peter PFink@mednet.ucla.edu

**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

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 (12/6/2019): Application and information emailed to all students via SAO
* **Tue (1/22/2020) @ 5pm: Deadline to submit completed SRHC Chiefs Application**
* Sat-Sun (1/27-1/28/2020): Selected Chiefs will be notified and offered positions
* **Monday (1/29/2020) @ 5pm: Deadline to accept chief position**
* Thur (2/1/2020): Final names of SRHC Leadership 2017-2018 submitted to Mary Ann

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

By end of Tuesday (1/30/2020), all selected Chiefs will be notified, if not earlier.

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

Email: SRHC.ucla@gmail.com

**UndocuMed Students and Allies (UMSA)**

**Organization Coordinator(s):**
Mayra Lucas
Melvin Rico
Yadira Bribiesca

**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 immigration reform, organizing educational events such as documentary screenings and panels, submitting and advocating for policy resolutions via AMA/CMA/LACMA, leading an MS1 lecture
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 lecture 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.**
undocumedatucla@gmail.com

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**OTHER OPPORTUNITIES**

**The BEAT: Arts & Literary Magazine**

**Organization Coordinator(s):**
Kim Minji MinKim@mednet.ucla.edu
Zhou Nanruoyi (Zoe) NZhou@mednet.ucla.edu

**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 the 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

Contact:

uclabeat@gmail.com

Kim Minji MinKim@mednet.ucla.edu

Zhou Nanruoyi (Zoe) NZhou@mednet.ucla.edu

Health Care Symposium (HCS)

Organization Coordinator(s):

Levina Lin LJLin@mednet.ucla.edu

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: LJLin@mednet.ucla.edu or Mary Ann Triest (mtriest@mednet.ucla.edu)

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.

10. What means should applicants use to contact Us with Questions.
LJLin@mednet.ucla.edu or Mary Ann Triest (mtriest@mednet.ucla.edu)