

1. Explain your interest in serving as this board position. If you are applying for multiple positions, briefly describe your interest in each.

I would like to serve as AMSA's secretary, because I wish to be more involved with this club. AMSA is a wonderful and informative organization and being able to be apart of its operation would be a enlightening experience. As your secretary, I would love to help with making sure general meetings and other large events run smoothly. I believe that this position will allow me to serve the club as best as I can.

2. Explain your strengths and how they will contribute to your performance as a board member. If you are applying for multiple positions, be specific about how your strengths support each position you are applying for.

As your secretary, I will fulfill all my responsibilities in a timely manner. This includes recording minutes at each board meeting, scheduling room reservations, and other logistical tasks. Over the years, I found myself to be adept at being on top of things and being organized. I have an incessant need to make lists and ensure things get done. This helps organizes what would be an overwhelming schedule. I am also committed to this club and come to the meetings as often as I can (as my midterms permit) because I believe this club is not only enjoyable, but informative and insightful to this long arduous trek through medical school. I believe my persistence and organization will greatly benefit the club as your secretary.

3. Describe your experience in previous leadership roles.

In high school, I was the club secretary for my speech and debate team for three years. As secretary, I recorded minutes and took a summary of each general meeting, and of each debate rehearsal. My debate teacher believed that I was one of the better secretaries that the club ever had, compared to previous secretaries who continuously forgot to post minutes and skipped meetings.

I also played other roles in high school: treasurer of American Red Cross, a first chair cellist in string orchestra, and various positions of key club. Through these various positions, I learned what it means to be a leader: it is not only important to present yourself to motivate others, but also fulfilling your responsibilities.

4. Describe the goals you have for this position, and how you plan to achieve them. If applying for multiple positions, go into detail about your goals for each position.

As your secretary, I hope to bring better order to this club. This includes reserving the room 2063 VLBS for every week, as well as, efficiently signing in every club member. Also I wish to ensure things run smoothly and professionally as a club, by being present at all meetings, completing and recording minutes promptly and collaborating with others for the ease of others. Regardless of who is elected as AMSA's next year secretary, I hope the club will continue to be a helpful resource for aspiring medical students out there.

