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Campbell University School of Osteopathic Medicine To Whom It May Concern:

Please accept this application for the position of Secretary for CUSOM's Student Osteopathic Medical Association. After having read the guidelines and responsibilities for this position, I believe that I would be a fantastic match for this organization after my experience on several executive boards as an undergraduate student. As a previous Secretary on the executive board of Carolina's Pre-Medical Association, a club designed for students pursuing medicine at UNC, I became familiar with weekly board meeting recordings that were both in person, as well as virtual. Beyond this, my responsibilities included providing and communicating points of interest in each meeting to the president, working with outside parties in organizing speakers and advisors for events, and working with the executive board on maintaining documentation needed for our club to remain integral to campus life for those pursuing a career in medicine. An initiative I am quite proud of was starting the Shadowing Board while a Secretary in this club, allowing students to gain advisors that not only could give them advice on the general aspects of medicine, but to provide specific instances of advisors becoming personal mentors for many of our club members. As a current member of SOMA, I am grateful for the opportunity to join this club in an executive position and contribute to its future growth and success. With several years of success in a position quite close to the one offered I am certain I am capable of creating a seamless transition from the previous board member team to the future one. I am looking forward to your decision so please feel free to contact me at my email displayed above. Thank you for your consideration.

Sincerely, Justin Elchak