SOMA CV BUILDER

A SOMA Professional Development Service

Published by office of SOMA National Professional Development: ProfessionalDevelopment@studentdo.com

WHAT THIS TOOL CAN DO

Gain success and lose the stress.

Top 5 Uses of the SOMA CV Builder

1. Build your best *curriculum vitae* (CV) <u>SLIDE 11</u>

2. Easily populate **program applications** SLIDE 20

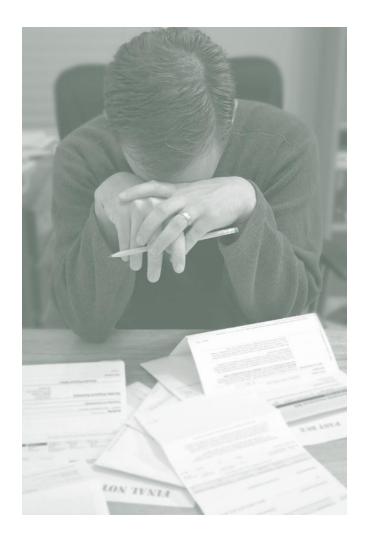
Simplify scholarship submissions SLIDE 20

4. Track **Touch Points** SLIDE 8

5. Store Sigma Sigma Phi (SSP) hours SLIDE 8

Why All the Stress?

- Why do these forms cause us all such stress?
 - Scholarships,
 - Major professional applications,
 - Resume / CVs, etc...
- Mostly, the stress comes in the form of Recall Overload.
- In order to accurately represent oneself, hours of research are needed:
 - Search of past emails,
 - Scouring old calendar entries,
 - Racking the brain to think what month that service activity took place, etc...



Gain Success – Lose the Stress

- Eliminate the stress by eliminating the total reliance on memory recall.
- To achieve this, track activities as-you-go
- After each professional activity, make a simple 1-minute entry.

	KEY	COMMUNITY ADVOCACY PROFESSIONAL ACTIVITY				
		EDUCATIONAL MILESTONE				
		PROFESSIONAL RECOGNITION & AWARD				
İ				Hours	Touch	SS
Da	ite	Club/organization	Event	178	14.5	
	7/25/2012	Lake Erie College of Osteopathic Medicine (LECOM)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016			
	8/1/2012	American Osteopathic Association (AOA)	Gained membership			
	8/1/2012	Pennsylvania Osteopathic Medical Association (POMA)	Gained membership			
	8/15/2012	Student Osteopathic Medical Association (SOMA)	Gained membership			
	8/15/2012	Student American Academy of Osteopathy (SAAO)	Gained membership			
	9/1/2013	Mentoring Club	Gained membership			
	9/7/2013	Mentoring Club	YMCA Youth Mentoring	1	1	
	10/19/2012	Student Osteopathic Medical Association (SOMA)	Blood Pressure Screening Event for Health Fair, student volunteer			
	1/17/2013	Student Osteopathic Medical Association (SOMA)	Elected to LECOM SOMA Board of Directors, Community Outreach Director			
		Mentoring Club	YMCA Youth Mentoring	1	1	
		Student Osteopathic Medical Association (SOMA)	2013 SOMA Spring Convention			
		American Osteopathic Association (AOA)	D.O. Day on Capital Hill	8	8	
		Conemaugh Health System	Family Medicine, Summer First-Year Clinical Experience			
		Sarnoff Cardiovascular Research Foundation	Sarnoff Cardiovascular Research Foundation Fellowship Program, 2013 Fellow	160		
		Student Osteopathic Medical Association (SOMA)	Creating Preventive Medicine Interest Group poster & flyers	6	3	
		Sigma Sigma Phi (SSP)	Gained membership			
		Student Osteopathic Medical Association (SOMA) Foundation	Community & Preventive Medicine Scholarship, 2013 Recipient			
		Sigma Sigma Phi (SSP)	Community Blood Service: Blood Drive participant	1	1	
		Student Osteopathic Medical Association (SOMA)	Pre-SOMA ShaDO Event Coordination Meeting	1	0.5	
	3/5/2013	SOMA Foundation American Safety & Health Institute	Student Osteopathic Medical Association New Member Scholarship, 2013 Recipient American Safety & Health Institute Advanced Cardiac Life Support (ASHI ACLS) certified			

Published by office of SOMA National Professional Development: ProfessionalDevelopment@studentdo.com

HOW TO USE THIS TOOL

3 Quick Steps

Step 1. Event Entry

- Events to Include:
 - Community Advocacy
 - Professional Activities
 - Educational Milestones
 - Professional
 Awards or
 Recognitions

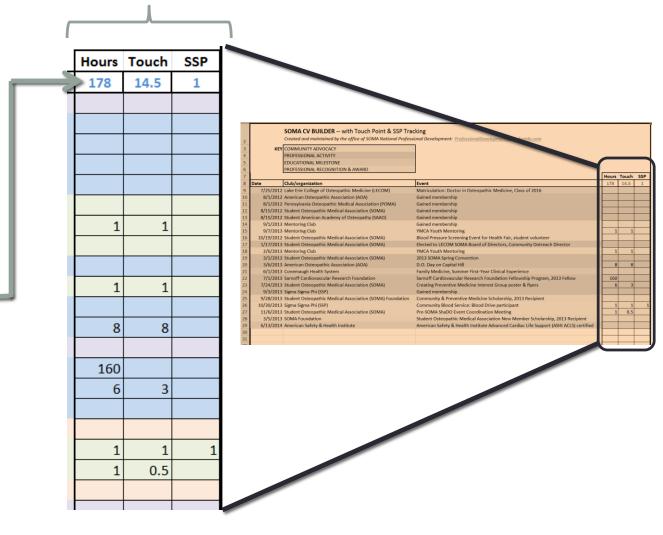
Enter Date, Organizing Body, and Event

ate	Club/organization		Event	
7/25/201	2 Lake Erie College of Osteopathic Medicine (LECO	M)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016	
8/1/201	2 American Osteopathic Association (AOA)		Gained membership	
8/1/201	2 Pennsylvania Osteopathic Medical Association (Pe	OMA)	Gained membership	
8/15/2013	2 Student Osteopathic Medical Association (SOMA))	Gained membership	
8/15/2013	2 Student American Academy of Osteopathy (SAAO))	Gained membership	
9/1/201	3 Mentoring Club		Gained membership	
9/7/201	3 Mentoring Club		YMCA Youth Mentoring	
10/19/2013	2 Student Osteopathic Medical Association (SOMA))	Blood Pressure Screening Event for Health Fair, student volunteer	
1/17/201	3 Student Osteopathic Medical Association (SOMA))	Elected to LECOM SOMA Board of Directors, Community Outreach D	Dire
2/6/201	3 Mentoring Club		YMCA Youth Mentoring	
3/1/201	3 Student Osteopathic Medical Association (SOMA))	2013 SOMA Spring Convention	
	American Osteopathic Association (AOA)		D.O. Day on Capital Hill	
	3 Conemaugh Health System		Family Medicine, Summer First-Year Clinical Experience	
	3 Sarnoff Cardiovascular Research Foundation		Sarnoff Cardiovascular Research Foundation Fellowship Program, 20	013
	3 Student Osteopathic Medical Association (SOMA))	Creating Preventive Medicine Interest Group poster & flyers	
	3 Sigma Sigma Phi (SSP)	'	Gained membership	
	3 Student Osteopathic Medical Association (SOMA)	Foundation	Community & Preventive Medicine Scholarship, 2013 Recipient	
		, roundation		
10/30/201	R Sigma Sigma Phi (SSP)		Community Blood Service: Blood Drive participant	
	3 Sigma Sigma Phi (SSP) 3 Student Osteopathic Medical Association (SOMA))	Community Blood Service: Blood Drive participant Pre-SOMA ShaDO Event Coordination Meeting	
		Tracking	Pre-SOMA ShaDO Event Coordination Meeting	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY	Tracking	Pre-SOMA ShaDO Event Coordination Meeting	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro REV COMMUNITY ADVOCACY PROFESSIONAL ACTIVITY BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro PROFESSIONAL ACTIVITY BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro REV COMMUNITY ADVOCACY REV COMMUNITY ADVOCACY BUILDER with Touch Point & SSP CREATE WITH TOUCH POINT & SSP BUILDER with Touch Point & SSP CREATE WITH TOUCH POINT & SSP BUILDER with Touch Point & SSP CREATE WITH TOUCH POINT & SSP BUILDER with Touch Point & SSP CREATE WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP CREATE WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP CREATE WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP CREATE WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP CREATE WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP CREATE WITH TOUCH POINT & SSP BUILDER WITH TOUCH POINT & SSP BUI	Tracking	Pre-SOMA ShaDO Event Coordination Meeting	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY. BY PROFESSIONAL ACTIVITY	Tracking	Pre-SOMA ShaDO Event Coordination Meeting	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the effice of SOMA National Pro- REY COMMUNITY AND THE OFFICE OF SOMA NATIONAL MILESTONE BUILDERONE OF SOMA AWARD Club/organization	Tracking ofersional Development: Proj	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentide.com	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the effice of SOMA National Pro- KEY COMMUNITY ADVOCACY PROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE (BUILDER WITH TOUCH POINT & AWARD 7 Market Club/organization 7 8 8 8 177 1775/27012 Lake Fire College of Osteopathic Medicine (LECOM) 8 8/8/1/2012 American Osteopathic Association (MCA)	Tracking Ofersional Development: Proj Event Matriculation: Doctor Gained membership	Pre-SOMA ShaDO Event Coordination Meeting [essionalDevelopment@studentds.com]	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the affice of SOMA National Proc KEY (COMMUNITY ADVOCACY FOR PROFESSIONAL ACTURITY EDUCATIONAL MILESTONE PROFESSIONAL ACTURITY EDUCATIONAL MILESTONE Cub/organization 7/25/2012 Lake Fite College of Osteopathic Medicine (LECOM) 81/1022 Pennsylvania Osteopathic Medicine (LECOM) 11 81/1021 Pennsylvania Osteopathic Medical Association (DMA) 12 81/15/2012 Student Osteopathic Medical Association (DMA)	Tracking Jevelopment: Projection of the State of the Sta	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentide.com	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the diffice of SOMA National Proc KEY COMMUNITY ADVOCACY PROFESSIONAL RECOGNITION & AWARD Club/organization Club/organization All 2021 American Observable Association (ADOA) 11 8/13/2012 Pennsylvania Osteopathic Medical Association (SDMA) 12 8/13/2012 Student Osteopathic Medical Association (SDMA) 13 8/13/2012 Student Osteopathic Medical Association (SDMA) 14 9/13/2013 Student Osteopathic Medical Association (SDMA) 15 9/13/2013 Student Osteopathic Medical Association (SDMA) 16 9/13/2013 Mentoring Club	Tracking Jevent Matriculation: Doctor Gained membership	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentdo.com 19	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY IPROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE 7/725/1212 Lake frie College of Osteopathic Medical Association (POMA) 8/1/2012 American Osteopathic Association (POMA) 11 8/1/2012 Student Charcinach Association (SOMA) 12 8/1/5/2012 Student American Academy of Osteopathy (SAAO) 13 8/1/5/2012 Student American Academy of Osteopathy (SAAO)	Tracking of essional Development: Property of the Matriculation: Doctor Gained membership	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentdo.com 19	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY IPROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE 7/725/12012 Lake frie College of Osteopathic Medical Association (POMA) 81/2012 American Osteopathic Association (ADA) 11 81/2012 Student Osteopathic Association (DAMA) 12 81/3/2012 Student American Academy of Osteopathy (SAAO) 13 91/2013 Mentoring Glub 14 91/2013 Mentoring Glub 15 10/19/2012 Student Osteopathic Medical Association (SOMA) 17 1/19/2012 Student Osteopathic Medical Association (SOMA) 17 1/19/2012 Student Osteopathic Medical Association (SOMA) 18 11 1/19/2012 Student Osteopathic Medical Association (SOMA) 19 1/19/2013 Student Osteopathic Medical Association (SOMA) 19 1/19/2012 Student Osteopathic Medical Association (SOMA)	Tracking of essional Development: Property of the Matriculation: Doctor Gained membership Gained memb	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentda.com Broad Fouch SSP	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY PROFESSIONAL ACTIVITY EDUCATIONAL MISSTONE	Tracking of essional Development: Position Matriculation: Doctor Gained membership	Pre-SOMA ShaDO Event Coordination Meeting fessional Development @studentdo.com Proceeding Proceded Proceeding Proceded Proceeding Proceeding Proceded Proceeding Proceded Proceeding Proceded Proceeding Proceded Proceeding Proceded	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the affice of SOMA National Proc KEY COMMUNITY ADVOCACY DISCUSSIONAL RECOGNITION & AWARD Club/organization Club/organization SI/1/2012 Pennsylvania Osteopathic Medical Association (DOMA) SI/1/2012 Student Osteopathic Medical Association (SOMA) SI/1/2012 Mentoring Club	Tracking fessional Development: Pro Matriculation: Doctor Gained membership Gained membership Gained membership Gained membership Gained membership How A Carolin Membership YMCA Youth Memtorin Blood Pressure Screen Elected to LECOM SOS YMCA YOUth Memtorin 2013 SOMA Spring cor D. O. Day on Capital Hil	Pre-SOMA ShaDO Event Coordination Meeting fessional Development @studentdo.com Proceeding Proceded Proceeding Proceded Proceeding Proceeding Proceded Proceeding Proceded Proceeding Proceded Proceeding Proceded Proceeding Proceded	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the office of SOMA National Proc KEY COMMUNITY ADVOCACY BDICESSIONAL RECOGNITION & AWARD Club/organization Club/organization Club/organization SNJ/2012 American Osteopathic Medical Association (FOMA) 11 8NJ/2012 American Osteopathic Medical Association (FOMA) 12 8NJ/2012 Student Osteopathic Medical Association (FOMA) 13 8NJ/2012 Student Osteopathic Medical Association (SOMA) 14 9NJ/2013 Mentoring Club 15 97J/2013 Mentoring Club 16 10/18/10/12 Student Osteopathic Medical Association (SOMA) 17 11/37/2013 Student Osteopathic Medical Association (SOMA) 18 2/6/C013 Mentoring Club 19 3/1/2013 Student Osteopathic Medical Association (SOMA) 20 3/6/C013 American Osteopathic Medical Association (SOMA) 21 6/1/2013 Conemanyli Health System 22 1/1/2013 Samel Cardiovacular Research Foundation	Tracking fessional Development: Pro Matriculation: Doctor Gained membership Gained membership Gained membership Gained membership Gained membership Hone Carlot Membership YMCA Youth Memtorin Blood Pressure Screen Elected to LECOM SOR YMCA Youth Memtorin 2013 SOMA Spring cor D. D. Day on Capital Hil Family Medicine, Sum Sarroff Cardiovasculas Sarroff Cardiovasculas	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentdo.com fessionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDe	
	SOMA CV BUILDER with Touch Point & SSP Created and mointained by the office of SOMA National Proc KEY COMM.NINTY ADVOCACY BEDICESTONAL RECOGNITION & AWARD Challed State of Community Activity EDUCATIONAL MILESTONE BIJLIPOLY American Ottopoly Control (ELECOM) MILESTONE BIJLIPOLY American Ottopoly MILESTONE BIJLIPOLY American Ottopoly MILESTONE BIJLIPOLY American Ottopoly MILESTONE BIJLIPOLY American Ottopoly MILESTONE MILESTONE BIJLIPOLY American Ottopoly MILESTONE MILESTONE MILESTONE BIJLIPOLY BIJL	Tracking Jessional Development: Pro Matriculation: Doctor Gained membership Gained membership Gained membership Gained membership Gained membership James of the Committee of the Committee James of Techniques James of Techniq	Pre-SOMA ShaDO Event Coordination Meeting fessionalDev-loament@studentdo.com fessionalDev-loament@studentdo.com fessionalDev-loament@studentdo.com in Osteopathic Medicine, Class of 2016 in Osteopathic	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY PROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE 7/72/5712 Lake Frie College of Osteopathic Medical Association (POMA) 81/2012 American Osteopathic Association (POMA) 11 81/2012 Student Osteopathic Association (POMA) 12 81/3/2012 Student American Academy of Osteopathy (SAAO) 13 91/2013 Student Osteopathic Medical Association (SOMA) 14 91/2013 Mentoring Club 15 10/19/2012 Student Osteopathic Medical Association (SOMA) 17 1/3/7013 Student Osteopathic Medical Association (SOMA) 18 2/6/2013 Mentoring Club 19 3/1/2013 Student Osteopathic Medical Association (SOMA) 19 3/1/2013 Student Osteopathic Medical Association (SOMA) 20 3/6/2013 American Osteopathic Association (SOMA) 21 (1/2013 Comenaugh Headis Association (SOMA) 22 3/1/2013 Samelf Cardiovascular Research Foundation 23 7/24/2013 Student Osteopathic Medical Association (SOMA) 24 (1/2013 Samelf Cardiovascular Research Foundation 25 7/24/2013 Student Osteopathic Medical Association (SOMA) 26 (1/2013 Student Osteopathic Association (SOMA) 27 (1/2013 Student Osteopathic Medical Association (SOMA) 28 (1/2013 Student Osteopathic Medical Association (SOMA) 29 3/6/2013 Student Osteopathic Medical Association (SOMA) 20 3/6/2013 Student Osteopathic Medical Association (SOMA) 21 (1/2013 Student Osteopathic Medical Association (SOMA) 22 3/1/2013 Student Osteopathic Medical Association (SOMA) 23 (1/2013 Student Osteopathic Medical Association (SOMA) 24 (1/2013 Student Osteopathic Medical Association (SOMA) 25 (1/2013 Student Osteopathic Medical Association (SOMA) 26 (1/2013 Student Osteopathic Medical Association (SOMA) 27 (1/2013 Student Osteopathic Medical Association (SOMA)	Tracking of essional Development: Pro Matriculation: Doctor Gained membership Jeney Computer of Computer o	Pre-SOMA ShaDO Event Coordination Meeting fessionalDevelopment@studentdo.com fessionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDevelopment.getsionalDe	
	SOMA CV BUILDER with Touch Point & SSP Created and maintained by the office of SOMA National Pro KEY COMMUNITY ADVOCACY IPROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE 7/25/2012 Lub/organization 7/25/2012 Lub/organization 8/1/2012 American Orteopathic Association (ADA) 11 8/1/2012 Penneyhvain Osteopathic Association (ADA) 12 8/1/2012 Student Osteopathic Association (ADA) 13 8/1/2012 Student Osteopathic Medical Association (SOMA) 14 9/1/2013 Mentoring Club 15 9/7/2013 Student Osteopathic Medical Association (SOMA) 17 1/17/2013 Student Osteopathic Medical Association (SOMA) 18 2/c/2013 Mentoring Club 19 3/1/2013 Student Osteopathic Medical Association (SOMA) 19 3/1/2013 Student Osteopathic Medical Association (SOMA) 20 3/c/2013 American Osteopathic Association (SOMA) 21 6/1/2013 Comenaugh Headth System 22 7/1/2013 Same (Far Cardiovascular Research Foundation 23 7/24/2013 Student Osteopathic Medical Association (SOMA) 24 9/3/2013 Sigma Sigma Pin (SSP) 25 9/3/2013 Sigma Sigma Pin (SSP) 26 9/3/2013 Sigma Sigma Pin (SSP) 27 9/3/2013 Sigma Sigma Pin (SSP) 27 9/3/2013 Sigma Sigma Sigma Pin (SSP) 28 9/3/2013 Sigma Sigma Pin (SSP) 29 9/3/2013 Sigma Sigma Pin (SSP)	Tracking of essional Development: Position Matriculation: Doctor Gained membership Gained Pressure Screen Jon Do, Day on Capital Hi Family Medicine, Sum Sarnoff Cardiovasculau Creating Preventive M Gained membership Community & Preventic Community & Reventic Community & Robot Serve Tres-Son Mas AbaD Ever	Pre-SOMA ShaDO Event Coordination Meeting Touch SSP T	

Step 2. Hours Entry

- Easy Tracking for...
 - Raw total hours
 - Touch Points (COSGP)
 - Sigma Sigma Phi (SSP)
- Totals will be automatically added

Enter Raw & Organization-Specific Hours



Step 2. **Hours Entry** (Cont'd)

- For SSP and Touch Points, personalize the date range to meet relevant qualification windows
- **Touch Points**
 - April 1st -> March 31st
 - **COSGP Touch Point**
- Sigma Sigma Phi
 - Locate your chapter officers for any chapterspecific hour requirements

A) To edit, Double-click the cell containing the total.

10

11

12

13

14

15

16

17

18

19

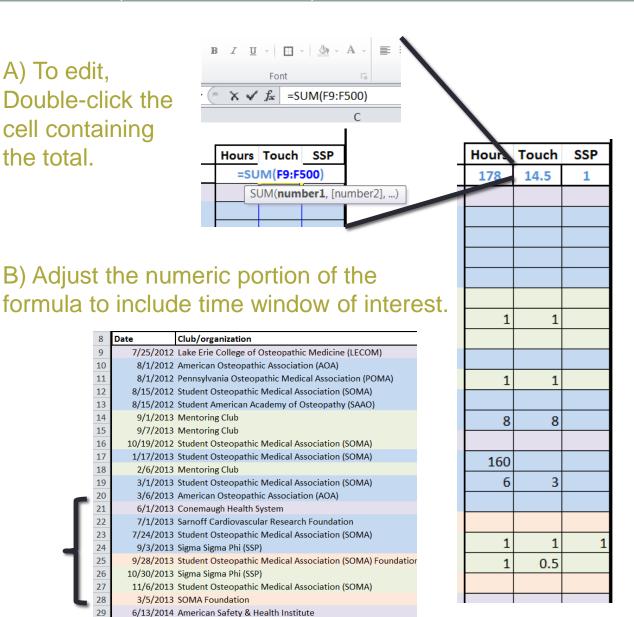
20

21

22

24

25



Step 3. Color Categorize

- Color categorize each entry for at-aglance reference.
 - This step is extremely helpful in creating your CV.

PROFESSIONAL ACTIVITY
EDUCATIONAL MILESTONE
PROFESSIONAL RECOGNITION & AWARD



- A) Select the cells you are ready to colorize.
- B) Click the Paint Bucket icon.
- C) Select one of the colors from the KEY, according to its nature.

Published by office of SOMA National Professional Development: ProfessionalDevelopment@studentdo.com

HOW TO BUILD YOUR CV

Quick and Easy Section Population

Pick a CV Template

Example CV Template 1

John E. Medical

12345 FIRST STREET • IOWA CITY, IA 52245 PHONE 319-123-3455 • E-MAIL JOHN-E-MEDICAL@UIOWA.EDU

EDUCATION

August 2001 - present University of Iowa College of Medicine Doctor of Medicine, anticipated May 2006

August 1997 - May 2001 Simpson College, Índianola, IA

Bachelor of Arts, Biology, cum laude

September 1998 - January 1999 Mercy College of Health Sciences, Des Moines, IA

Emergency Medical Technician – Basic

PROFESSIONAL EXPERIENCE

Fall 2003 - present Lippincott Williams & Wilkins

· Review texts and manuscripts that are being edited for publishing

February 2003 – February 2004 University of Iowa Hospitals and Clinics

 Rotated on surgical pathology, autopsy, and electives including hematopathology, cytopathology, and immunopathology to gain fundamental experience in pathology

June 1999 - August 1999 Sacajawea Girl Scout Camp, Boone, IA Camp Medical Staff

 Gave out prescription medications to the campers, treated basic medical needs as necessary, and organized medical information on all the staff and campers

TEACHING EXPERIENCE

September 2003 - May 2005 University of Iowa College of Medicine

Tutor to Medical Students

· Tutored second year medical students in their pathology course, and in their preparation for the USMLE Step 1 exam

May 1998 - August 1998 Science Center of Iowa, Des Moines, IA

· Taught a variety of science subjects in a fun environment to children aged 8-13

Example CV Template 2

Tim Beals

tbeals28@midwestern.edu (224)766-1996

3527 W Belden Ave. #3 Chicago, IL 60647

Education

Chicago College of Osteopathic Medicine OMS-III, Expected graduation: May, 2014

University of Illinois Urbana-Champaign August 2005-May 2009 BS- Molecular Cellular Biology, May 2009

Boards Scores

May 22, 2012 3 Digit Scare: XXX

USMLE Step 1 3 Digit Score: XXX

June 1, 2012

Education Experience

December 2012-present

COMC cach
Helcod first and second year students attain specific goals related to academic performance and boards exam preparation.

Teaching Assistant
Physiology: Midwestern University College of Health Sciences.

December 2011-March 2012

Assisted students in PA, PT, OT, and Biomedical Sciences programs in physiology work shops.

September 2011-May 2012

Tutoring September 2011-May Tutored first year medical students in histology and anatomy. Gained experience in teaching, explaining, and time management.

Extracurricular Activities

Student Os popathic Medical Association (SOMA)

National Director of Public Relations

February 2012-Present

Facilitate development of chapter PR initiatives. Establish, run, and moderate social media pages. Composed and distributed media relations guide and Osteopathic Medicine community education materials. Assist coordination of national initiatives ("Voices of Primary Care," St. Baldrick's Foundation Fundation?. Assisted H&P and suturing workshops for 1st and 2nd year medical students at Fall 2012 convention.

Director- Political Affairs Political Affairs Committee Co-Chair March 2011 - February 2012

October 2010- March 2011

Ran monthly "Political Coffee Talls" to foster student discussion on current topics; created and distributed monthly political updates newsletters with information from SOMA National Political Affairs Director, drafted, dis tributed, and collected form letters to regresentatives on Graduate Medical Education; served on committee organizing SOMA Date Auction; delegate at SOMA Fall Convention 2011; organized joint injection workshop for 1" and 2" years tudents; managed content on CCOM SOMA Facebook page; aided in the formation of a Health Policies elective course at CCOM.

Camp Kesem Alumni Association

Active member of organization of former counselors for national undergraduate organization that fundraises, organizes, and executes summer carngs for children whose parents have or have had cancer.

Neck Tes, Research, and Identity in Physician Decision Making October 2012-Present Investigating the role of cultural and social influences on physician decision making, especially related to evidence-based medicine.

Ice hockey, backpacking, IM sports, snowboarding, karaoke, fusion cooking.

CV Template Resources

- There are many styles of CV Templates available for use:
 - Medical College of Wisconsin
 - The Ohio State University
 - Harvard Medical School
- All templates include sections or groupings
 - Sections showcase distinct aspects of your professional life.
 - Ex.'s: Professional Activities, Professional Memberships, Awards & Recognitions, Education, Research, Community Outreach, Extracurricular Activities, etc...

Sections To Consider

- Education
- Healthcare Experience
- Professional Activities
- Professional Memberships
- Leadership
- Research
- Awards & Recognitions
- Volunteerism / Community Outreach / Community Service
- Hobbies / Extracurricular Interests

Sections To Consider (Cont'd)

Education

- Include:
 - Undergraduate
 - Masters
 - PhD

Healthcare Experience

- Examples:
 - RN,
 - EMT,
 - Medical Sales,
 - etc...
- CONSIDER before posting:
 - Is this work experience relevant?
 - Does it paint an appropriate picture of the ideal candidate?

Sections To Consider (Cont'd)

Professional Activities

- DO Include:
 - Conferences attended
 - Leadership positions
 - Projects / collaborations
- DO NOT:
 - Fake or embellish

Professional Memberships

- AOA
- State Osteopathic society (e.g. POMA for PA)
- SOMA
- ACOFP
- SAAO, SSP, SOSA, etc...

Sections To Consider (Cont'd)

Research

- Include anything published with your name on it
 - Posters
 - Articles
 - Papers

Awards & Recognition

- Scholarships
- School awards
 - Dean's list
 - Student of the month
- Student-organization awards
 - Officer of the Year,
 - New-Member Award

Customize your **KEY**

PROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE PROFESSIONAL RECOGNITION & AWARD

- Name and Color Code your CV-Builder KEY and entries to match your selected template's CV sections.
- As activities are continuously added, it will be simple to update your CV whenever desired.

Populate CV Sections Based on Color-Designated Sections

Ex. Professional Involvement

- 1	Date	Club/organization	Event
rſ	7/25/2012	Lake Erie College of Osteopathic Medicine (LECOM)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016
П	8/1/2012	American Osteopathic Association (AOA)	Gained membership
	8/1/2012	Pennsylvania Osteopathic Medical Association (POMA)	Gained membership
ш	8/15/2012	Student Osteopathic Medical Association (SOMA)	Gained membership
ч	8/15/2012	Student American Academy of Osteopathy (SAAO)	Gained membership
-1	9/1/2013	Mentoring Club	Gained membership
_1	9/7/2013	Mentoring Club	YMCA Youth Mentoring
-1	10/19/2012	Student Osteopathic Medical Association (SOMA)	Blood Pressure Screening Event for Health Fair, student volunteer
C	1/17/2013	Student Osteopathic Medical Association (SOMA)	Elected to LECOM SOMA Board of Directors, Community Outreach Director
٩1	2/6/2013	Mentoring Club	YMCA Youth Mentoring
٢I	3/1/2013	Student Osteopathic Medical Association (SOMA)	2013 SOMA Spring Convention
Ш	3/6/2013	American Osteopathic Association (AOA)	D.O. Day on Capital Hill
ы	6/1/2013	Conemaugh Health System	Family Medicine, Summer First-Year Clinical Experience
ſΙ	7/1/2013	Sarnoff Cardiovascular Research Foundation	Sarnoff Cardiovascular Research Foundation Fellowship Program, 2013 Fellow
н	7/24/2013	Student Osteopathic Medical Association (SOMA)	Creating Preventive Medicine Interest Group poster & flyers
ы	9/3/2013	Sigma Sigma Phi (SSP)	Gained membership
٦,	9/28/2013	Student Osteopathic Medical Association (SOMA) Foundation	Community & Preventive Medicine Scholarship, 2013 Recipient
_	10/30/2013	Sigma Sigma Phi (SSP)	Community Blood Service: Blood Drive participant
	11/6/2013	Student Osteopathic Medical Association (SOMA)	Pre-SOMA ShaDO Event Coordination Meeting

PROFESSIONAL ACTIVITIES

American Medical Student Association

- Co-President, local chapter, May 2002 May 2003
- Responsibilities included arranging an instrument sale for first year medical studen generating interest for, and arranging transportation and lodging for the national ar regional conventions; and creating "Funny Movie Night."

Vital Signs, student newspaper

 Writer/editor of "Profiles," an article that highlighted medical students, faculty, an staff; September 2003 – May 2004

PROFESSIONAL MEMBERSHIPS

American Medical Student Association, 2001 - present American Medical Association, 2001 – present

Ex. Awards & Recognitions

Da	te	Club/organization	Event
	7/25/2012	Lake Erie College of Osteopathic Medicine (LECOM)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016
	8/1/2012	American Osteopathic Association (AOA)	Gained membership
	8/1/2012	Pennsylvania Osteopathic Medical Association (POMA)	Gained membership
	8/15/2012	Student Osteopathic Medical Association (SOMA)	Gained membership
l	8/15/2012	Student American Academy of Osteopathy (SAAO)	Gained membership
	9/1/2013	Mentoring Club	Gained membership
ı	9/7/2013	Mentoring Club	YMCA Youth Mentoring
	10/19/2012	Student Osteopathic Medical Association (SOMA)	Blood Pressure Screening Event for Health Fair, student volunteer
	1/17/2013	Student Osteopathic Medical Association (SOMA)	Elected to LECOM SOMA Board of Directors, Community Outreach Director
	2/6/2013	Mentoring Club	YMCA Youth Mentoring
	3/1/2013	Student Osteopathic Medical Association (SOMA)	2013 SOMA Spring Convention
	3/6/2013	American Osteopathic Association (AOA)	D.O. Day on Capital Hill
	6/1/2013	Conemaugh Health System	Family Medicine, Summer First-Year Clinical Experience
	7/1/2013	Sarnoff Cardiovascular Research Foundation	Sarnoff Cardiovascular Research Foundation Fellowship Program, 2013 Fellow
	7/24/2013	Student Osteopathic Medical Association (SOMA)	Creating Preventive Medicine Interest Group poster & flyers
	9/3/2013	Sigma Sigma Phi (SSP)	Gained membership
	9/28/2013	Student Osteopathic Medical Association (SOMA) Foundation	Community & Preventive Medicine Scholarship, 2013 Recipient
	10/30/2013	Sigma Sigma Phi (SSP)	Community Blood Service: Blood Drive participant
	11/6/2013	Student Osteopathic Medical Association (SOMA)	Pre-SOMA ShaDO Event Coordination Meeting

ACADEMIC AWARDS

Doft Scholar, 2000-2001 Honorable Mention, Mathematical Contest in Modeling, 2000 President's List, 2000 Dean's List, 1999 Outstanding Performer as a Freshman in Biology, 1998

SCHOLARSHIP FORMS & PROGRAM APPLICATIONS MADE EASY

Color-coded entries make filling applications a snap.

Match the application's requests to your catalogued entries

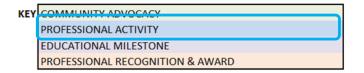
Ex. Form Request 1
List all 2013 community service activities.

PROFESSIONAL ACTIVITY EDUCATIONAL MILESTONE PROFESSIONAL RECOGNITION & AWARD

Date	Club/organization	Event
7/25/2012	Lake Erie College of Osteopathic Medicine (LECOM)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016
8/1/2012	American Osteopathic Association (AOA)	Gained membership
8/1/2012	Pennsylvania Osteopathic Medical Association (POMA)	Gained membership
8/15/2012	Student Osteopathic Medical Association (SOMA)	Gained membership
8/15/2012	Student American Academy of Osteopathy (SAAO)	Gained membership
9/1/2013	Mentoring Club	Gained membership
9/7/2013	Mentoring Club	YMCA Youth Mentoring
10/19/2012	Student Osteopathic Medical Association (SOMA)	Blood Pressure Screening Event for Health Fair, student volunteer
1/17/2013	Student Osteonathic Medical Association (SOMA)	Elected to LECOM SOMA Roard of Directors, Community Outreach Director
2/6/2013	Mentoring Club	YMCA Youth Mentoring
3/1/2013	Student Osteopathic Micdical Association (SOMA)	2013 JOHNA Spring Convention
3/6/2013	American Osteopathic Association (AOA)	D.O. Day on Capital Hill
6/1/2013	Conemaugh Health System	Family Medicine, Summer First-Year Clinical Experience
7/1/2013	Sarnoff Cardiovascular Research Foundation	Sarnoff Cardiovascular Research Foundation Fellowship Program, 2013 Fellow
7/24/2013	Student Osteopathic Medical Association (SOMA)	Creating Preventive Medicine Interest Group poster & flyers
9/3/2013	Sigma Sigma Phi (SSP)	Gained membership
0/28/2012	Student Osteonathic Medical Association (SOMA) Foundation	Community & Preventive Medicine Scholarship, 2012 Recipient
10/30/2013	Sigma Sigma Phi (SSP)	Community Blood Service: Blood Drive participant
11/6/2013	Student Osteopathic Medical Association (SOMA)	Pre-SOMA ShaDO Event Coordination Meeting

Ex. Form Request 2

List all post-graduate leadership experiences.



Date	Club/organization	Event
7/25/2012	Lake Erie College of Osteopathic Medicine (LECOM)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016
8/1/2012	American Osteopathic Association (AOA)	Gained membership
8/1/2012	Pennsylvania Osteopathic Medical Association (POMA)	Gained membership
8/15/2012	Student Osteopathic Medical Association (SOMA)	Gained membership
8/15/2012	Student American Academy of Osteopathy (SAAO)	Gained membership
9/1/2013	Mentoring Club	Gained membership
9/7/2013	Mentoring Club	YMCA Youth Mentoring
	Student Osteopatine Medical Association (SOMA)	Slove Fressure Screening Event for Health Fully student volunteer
1/17/2013	Student Osteopathic Medical Association (SOMA)	Elected to LECOM SOMA Board of Directors, Community Outreach Director
2/6/2010	Montoring Club	Michigan Mentering
	Student Osteopathic Wedical Association (SOWA)	2010 SOWIA Spring Convention
3/6/2013	American Osteopathic Association (AOA)	D.O. Day on Capital Hill
0/1/2013	Conemaugh riedith System	Family Medicine, Jaminer First Fear Chinear Experience
	Samon Cardiovascular Research Foundation	Sarnon Cardiovascular Research Foundation Fellowship Program, 2015 Fellow
7/24/2013	Student Osteopathic Medical Association (SOMA)	Creating Preventive Medicine Interest Group poster & flyers
9/3/2013	oigina oigina eni (ooe)	Gained membership
9/28/2013	Student Osteopathic Medical Association (SOMA) Foundation	Community & Preventive Medicine Scholarship, 2013 Recipient
10/30/2013	Sigma Sigma Phi (SSP)	Community Blood Service: Blood Drive participant
11/6/2013	Student Osteopathic Medical Association (SOMA)	Pre-SOMA ShaDO Event Coordination Meeting

Enjoy the **SOMA CV Builder**!

	SOMA CV BUILDER with Touch Point & SSP Trac	cking			
	Created and maintained by the office of SOMA National Profession	_			
KEY	COMMUNITY ADVOCACY				
	PROFESSIONAL ACTIVITY				
	EDUCATIONAL MILESTONE			1	
	PROFESSIONAL RECOGNITION & AWARD	<u> </u>	<u>.</u>	4	- 1
,	PROFESSIONAL RECOGNITION & AWARD		Hours	Touch	SSP
Date	Club/organization	Event	178	14.5	1
7/25/2012	2 Lake Erie College of Osteopathic Medicine (LECOM)	Matriculation: Doctor in Osteopathic Medicine, Class of 2016			
8/1/2012	2 American Osteopathic Association (AOA)	Gained membership			
8/1/2012	Pennsylvania Osteopathic Medical Association (POMA)	Gained membership			
8/15/2012	2 Student Osteopathic Medical Association (SOMA)	Gained membership			
8/15/2012	2 Student American Academy of Osteopathy (SAAO)	Gained membership			
9/1/2013	3 Mentoring Club	Gained membership			
9/7/2013	3 Mentoring Club	YMCA Youth Mentoring	1	1	
10/19/2012	2 Student Osteopathic Medical Association (SOMA)	Blood Pressure Screening Event for Health Fair, student volunteer			
1/17/2013	3 Student Osteopathic Medical Association (SOMA)	Elected to LECOM SOMA Board of Directors, Community Outreach Director			
2/6/2013	3 Mentoring Club	YMCA Youth Mentoring	1	1	
3/1/2013	3 Student Osteopathic Medical Association (SOMA)	2013 SOMA Spring Convention			
3/6/2013	3 American Osteopathic Association (AOA)	D.O. Day on Capital Hill	8	8	
6/1/2013	3 Conemaugh Health System	Family Medicine, Summer First-Year Clinical Experience			
7/1/2013	3 Sarnoff Cardiovascular Research Foundation	Sarnoff Cardiovascular Research Foundation Fellowship Program, 2013 Fellow	160		
7/24/2013	3 Student Osteopathic Medical Association (SOMA)	Creating Preventive Medicine Interest Group poster & flyers	6	3	
9/3/2013	3 Sigma Sigma Phi (SSP)	Gained membership			
9/28/2013	3 Student Osteopathic Medical Association (SOMA) Foundation	Community & Preventive Medicine Scholarship, 2013 Recipient			
10/30/2013	3 Sigma Sigma Phi (SSP)	Community Blood Service: Blood Drive participant	1	1	1
11/6/2013	3 Student Osteopathic Medical Association (SOMA)	Pre-SOMA ShaDO Event Coordination Meeting	1	0.5	
	3 SOMA Foundation	Student Osteopathic Medical Association New Member Scholarship, 2013 Recipient			
6/13/2014	4 American Safety & Health Institute	American Safety & Health Institute Advanced Cardiac Life Support (ASHI ACLS) certified			
1					
4		•	1 1	7 L	

Your Questions and Ideas are Always Welcome

SOMA National Professional Development **ProfessionalDevelopment@studentdo.com**