



Bring the SNMA Board of Directors to your Campus! ***ANNOUNCEMENT***

SNMA offers the opportunity for your institution to host a Board of Directors/National Leadership Institute. Held 3 times a year (June, September, and January), these weekend programs (Friday-Sunday) include opportunities for your campus faculty and affiliated leaders to present topics to our members as well as a chance for you to showcase your institution to this unique student demographic. Medical and pre-medical students from surrounding communities and around the country will gather at your institution to engage in leadership development activities.

Benefits for your institution:

- Exposure to over 100 leadership minded, highly-motivated minority medical and pre-medical students.
 - Possibility for recruitment presentation by medical admission office for pre-medical student attendees
 - Additional possibility for residency program exposure to the medical student attendees
- Opportunity to showcase your institution's expertise in leadership topics ranging from medical education, non-profit board development, teamwork, time-management, health disparities, medical journalism, and other topics of concern for emerging leaders in the healthcare field.
- Recognition by our nationwide network of over 5,000 members as an institution that is committed to the mission and goals of the SNMA on the national website and in the *Journal of the SNMA*.
- Excellent motivation for your institution's SNMA or MAPS chapter to continue making a difference on your campus and surrounding community.

Expectations for a host institution:

- Administrative support and direct involvement with planning:
 - Admissions/Recruitment Office
 - Multicultural/Minority/Diversity Affair Office
 - Dean's Office, etc...
- Must have SNMA or MAPS chapter in good national standing
 - SNMA Chapter/Charter/Update form submitted to National Headquarters for CURRENT year
 - At least 2 national SNMA members (including Chapter President)
- Assistance with selection and acquisition of speakers for selected topics. Speakers will be selected in conjunction with SNMA staff and student leaders to insure that the overall focuses of annual goals for leadership development are met.
- Sponsorship of the cost of at least 2 meals for entire group where speakers present:
 - Friday night (Dinner)
 - Saturday morning (Full Breakfast)
 - Saturday noon (Lunch)
 - Saturday evening (Dinner)
 - Sunday morning (Full Breakfast)



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- Complimentary (or reduced cost) meeting space
- Willingness to encourage and incorporate the involvement of minority faculty members as well as local minority physicians into this event.
- Institutions may co-sponsor event with another local entity or institution that shares the commitment to the mission and goals of the SNMA.
- *(Optional)* Assistance with securing low-cost hotel reservations in proximity to the institution.

Deadlines for proposal submission

March 1	for hosting June Program
June 1	for hosting Sept Program
September 1	for hosting January Program

* Selection is subject to approval by the SNMA Board of Directors
To apply for this opportunity complete and submit the *Hosting Proposal Form* to:

**Student National Medical Association
Board Meeting Proposal
Attn: Dr. Wallace Davenport, Executive Director
5113 Georgia Avenue, NW
Washington, DC 20011**

or

Fax: 202-882-2886



Student National Medical Association Board of Directors/National Leadership Institute

HOSTING PROPOSAL

SNMA Region #: _____

Date: _____

Institution Name (no abbreviations please): _____
would like to host an SNMA Board of Directors/National Leadership Institute Program in (*year and month please*):

Year _____ June _____ September _____ January _____

Deadlines for proposal submission

March 1 for hosting June Program
June 1 for hosting Sept Program
September 1 for hosting January Program

Administrative Support (required):

Department: _____

Contact Name: _____ Title: _____

Mailing Address: _____

City: _____ ST: _____ ZIP: _____

E-mail: _____ Phone: _____

Signature: _____

____ My chapter has submitted the SNMA Chapter Charter/Update form this year. (required)

Please list 2 national SNMA members who are part of your chapter (required):

Chapter President _____ Membership# _____

E-mail: _____ Phone: _____

Other member: _____ Membership# _____

Briefly, please tell us why your institution would like to host a BOD Meeting/National Leadership Institute.

Please send to:

SNMA National Headquarters
Board Meeting Proposal
Attn: Dr. Wallace Davenport, Executive Director
5113 Georgia Ave, NW
Washington, DC 20011
(202) 882-2881 (phone)

OR

(202) 882-2886 (fax) – please call to confirm receipt

Thank you for your interest in SNMA!