

January 4, 2011

Dear Liz Wiley and Mark Bedner,

I am writing to express my keen interest in running for the 2012 Regional I Pre-Medical Director for AMSA which I have learned through the monthly AMSA newsletter. As a second-year student in the undergraduate school, Columbia College, part of Columbia University, I am majoring in biochemistry and on the pre-med track, in which I will complete my degree in May 2014. It is my strong feeling that my extensive and varied academic and extra-curricular training have provided me with the experience, skills, and dedication to excel in this strong detail-orientated and exceptional environment.

My past experiences have provided me numerous opportunities to improve my leadership and management skills. In high school, I was co-chair of an annual health and fitness program at my school. I worked with a number of sub-committees, where I overlooked their events, and kept everything in order. I gained experience in leadership; I not only was responsible for overlooking each committee, but I also learned to hear everyone in the program, enhancing cooperation and productivity. In addition, I was part of a student initiative for the March of Dimes sector of my area where I would represent my high school and plan fundraisers and events for the March of Dimes. I was in charge of planning a concert, and was able to raise \$15,000. This year, I am the Public Affairs co-chair Affairs Committee of Columbia Community Outreach where I work with twelve other students to prepare a campus-wide community service event where members of the Columbia Community go out to all five boroughs of New York City to give back to the community.

For the past two years, I have been a member of the Undergraduate Recruitment Committee, where I not only give tours and provide guidance and assistance to prospective students, but also play a key role in Undergraduate Admissions by helping to reach out to students and give them a detailed explanation of Columbia University. Since I do work with the Undergraduate Admissions office, I have to maintain a certain air of confidentiality, even during pressuring times when certain visitors or families insist on acquiring very sensitive information.

I am majoring in biochemistry, and I am beginning my career to become a physician, possibly in cardiology. I am passionate about science and applying my knowledge to helping others. I am very dedicated to whatever I work on, and I never finish a job unless it is perfect. With my past academic courses and the combination of the sciences and the Core Curriculum at Columbia University, I firmly believe that my scientific knowledge, my written and communicative skills, and my leadership experience are at the level appropriate for such a position in the board of AMSA. I feel that my past and present academic experiences and managing training make me a highly competitive candidate for Regional I Pre-Medical Director for AMSA, and I look forward to that opportunity.

Sincerely,

Scarlett Tohme

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Education: **Columbia University** Columbia College, New York, NY
Bachelor of Arts, Biochemistry, Pre-Med track (Anticipated May 2014)

Staten Island Technical High School Staten Island, NY
Graduated June 2010

Honors: Charles F. Hoelzer Jr., Memorial Scholarship Fund (Spring 2011)
Congressional Recognition for Outstanding Community Service (Spring 2010)
Honor Roll (2006-2010)

Professional Experience: **Dr. Martin Chalfie Biology Laboratory** Columbia University (Fall 2010-
Summer 2011) – Lab Assistant
Columbia University Public Affairs Columbia University (Summer Part-time 2011) -
Summer Tour Guide and intern at Visitor's Center

Leadership Experience: **Columbia Community Outreach:** Columbia University (Fall 2011- Present) Public Affairs Co-
chair for event, work with Columbia University Alumni Association, bringing in keynote
speakers including President of University and Deans
Charles Drew Pre-Med Society: Columbia University (Fall 2011-Present) Organizational
Committee Member- Plan and run student organizational events throughout the year
March Of Dimes Staten Island (Fall 2008-Spring 2010)- Representative of all high schools on
Staten Island, Ran various fundraising events, Chair of March to the Beat of Life Concert
(Responsibilities included, logistics, funding, management, marketing, led weekly meetings;
raised \$15,000) (Spring 2009, Spring 2010)
Health and Fitness Week Staten Island Technical High School (Spring 2010)- Co-chair of
annual student- run health and fitness program in high school; Oversaw ten sub-committees, held
weekly meetings, reached out to donors, and professional volunteers, managed events and
funding
Staten Island Tech HS Newspaper- Staten Island Tech HS (Fall 2008-2010)- Editor of
Entertainment section
Columbia University Spectator- Columbia University (Fall 2010-Present)- Writer for the News
and Arts and Entertainment Section
Columbia University Undergraduate Recruitment Committee Columbia University (Fall
2010-Present)- Tour Guide, Alma Mater recruiter, and assistant with Undergraduate Admission
Office

Research Experience: **Cancer Research** Long Island University Brooklyn Campus (Fall 2008-Summer 2010)-
Conducted college level research during high school on cancer with Professor Dr. Jonathan D.
Gough; title of research: *Synthesis of Novel Inhibitors to Suppress the Overexpression of the
Human Epidermal Growth Receptor (HER2) that Causes Tumors in Breast Cancer*

Skills: Virtual biochemical docking, Microsoft Word, Excel, PowerPoint, social networking, blogging,
Presentation skills, AutoCAD, RoboLab, Arabic, French, Russian, Chinese