



APSA Level I Representative

2011-2012 Application Instructions

Please complete the application. The application will be read by all members of the APSA Board Members and APSA Advisors prior to the date of the Level I Representative Elections.

Obtain 3 APSA Signatures

You must obtain a signature from BOTH **Bonny Chan** and **Nina Bolour** and one from either **Andrew Warnock** or **Lydia Noh** before you submit your application. A total of 3 signatures will be required to be considered a completed application. The purpose of the signature requirement is for the applicant to have a chance to express their interests in the position and ask questions regarding APSA prior to the day of the interview.

Submit Paper Copy

Please submit a paper copy of your application complete with 3 signatures and an updated CV or resume to Bonny Chan, Andrew Warnock, Nina Bolour, or Lydia Noh. The deadline for submission is 12 PM noon on Friday, **September 16th**, 2011.

Submit Electronic Copy

Please email a copy of your application and updated CV or resume to Bonny Chan (bonnycha@usc.edu) and Andrew Warnock (warnock@usc.edu) with the Subject heading, "APSA Level I Rep Candidate – Your Name". The deadline for submission is 12 PM (noon) on Friday, **September 16th**, 2011.

Prepare a 3-Minute Speech

Interviews by the APSA Board will be conducted on Tuesday, **September 20th**, 2011 from 5:00pm – 8:00pm. You will receive an email with your appointment time. During your allotted interview, you will have 3 minutes for a speech to express your qualifications and ideas for the APSA Level I Representative position. The 3 minute time constraint will be strictly enforced. You are allowed the use of visual aids during your speech such as powerpoint presentations, videos, or posters. Following your speech will be a brief question and answer session from the APSA Board.

APSA Level I Representative Responsibilities

Responsibilities of the two elected Class of 2015 APSA Level I Representatives include but are not exclusive to:

- Attend monthly Executive Board Meetings (typically Weekday 12pm-1pm)
- Act as an APSA liaison to the Class of 2015 (promote APSA events, make class announcements, send volunteer signups and event reminders via email, answer questions & relay concerns to the APSA Executive Board, etc)
- Assist in the coordination of major APSA events such as Meet the Directors and Pre-pharmacy Mock Interview
- Attend local association meetings as a USC representative and pharmacy conferences as a USC Delegate
- Contribute to APSA blog and APSA newsletters by submitting photos and articles relating to health fairs, conferences, and major APSA events
- Execute established goals and objectives as presented during the Level I Representative interview
- Represent APSA and USC in a professional manner at all pharmacy related events and conferences (APhA-ASP Midyear Regional Meeting, CSHP Seminar, ASHP Midyear Clinical Meeting, CPhA Outlook, APhA Annual)

For all questions, please contact Bonny Chan (bonnycha@usc.edu) or Andrew Warnock (warnock@usc.edu)