STUDENT NATIONAL MEDICAL ASSOCIATION
NATIONAL LEADERSHIP INSTITUTE – NEW LEADERS' TRAINING SESSION
JANUARY 30 – FEBRUARY 1, 2009
MOREHOUSE SCHOOL OF MEDICINE
ATLANTA, GEORGIA

December 2, 2008

Dear Chapter Officers, SNMA members and the Board of Directors,

Your attendance is requested at this year's *National Leadership Institute – New Leaders' Training,* Friday, January 30 – Sunday, February 1, 2009, in Atlanta, Georgia. The co-hosts for this quarter's meeting are Morehouse School of Medicine and Philadelphia College of Osteopathic Medicine (PCOM)-Georgia Campus.

SNMA is dedicated to supporting current and future underrepresented minority students with an overall focus on supporting and advancing our own members' goals to become future physician leaders in their communities. With this objective in mind, the January *New Leaders' Training* will focus on providing emerging leaders within SNMA – regional and chapter officers, and student members – with guidance, resources, and other tools that will be useful in attaining higher levels of leadership in SNMA and in the community. The schedule for the weekend includes workshops and meetings focused on SNMA's corporate enterprise, general leadership development, and ways in which the SNMA leadership experience can be carried forward and applied to residency careers and other professional pursuits. The schedule for the weekend is structured to permit attendees to participate in the quarterly SNMA Board of Directors meeting, which serves as the backbone of the National Leadership Institute. Whether a national, regional, or local leader, you will be able to witness the managerial aspects of our national organization and will be invited to provide input to your elected leaders that represent your collective interests.

Please review the tentative schedule and submit the attached registration form to conferences@snma.org. For this meeting, you will be responsible for your own travel and hotel accommodations in Atlanta. If you have any questions, please feel free to email me at President@snma.org. We recognize every member has time constraints and we do support your efforts to attend this National Leadership Institute. Please notify headquarters if you need a letter of support to provide your school and/or potential travel sponsors.

SNMA thanks you for your continued pursuit of excellence and the drive that you put forth daily. It is because of you that SNMA remains in existence and fulfills its mission.

Yours in SNMA,

Lisa Green
National President, 2008-2009

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The following is a tentative program outline. A final schedule will be posted on the SNMA website.

Tentative Schedule: Friday-Sunday, January 30- February 1, 2009

Time	National Officers	Regional and Local Officers	Pre-medical Students
Friday, January 30, 2009			
5-7p	Registration	Registration	Registration
7-7:30	Welcome from SNMA Leadership and Host Administration	Welcome from SNMA Leadership and Host Administration	Welcome from SNMA Leadership and Host Administration
7:30-8:30p	**Dinner/Reception** Networking Session	**Dinner/Reception** Networking Session	**Dinner/Reception** Networking Session
8-10p	National Committee Meetings Regional Director Meeting	National Committee Meetings Regional Director Meeting	*MAPS Meeting*
10p	Social Event	Social Event	Social Event
Saturday, January 31 2009			
7:30 – 10a	Registration help from host chapter	Registration help from host chapter	Registration help from host chapter
8-9a	Roundtable Discussions	Roundtable Discussions	Roundtable Discussions
9-9:30a	*History of SNMA*	*History of SNMA*	*History of SNMA*
9:30a-10:30a	Leadership Training Session	Leadership Training Session	Planning your Summer
10:30-11:30a	Leadership Training Workshop	Leadership Training Workshop	Tours of Host Institutions
11:30-12:30a	*How to Lead an Effective Meeting: Parliamentary Procedures*	*How to Lead an Effective Meeting: Parliamentary Procedures*	
12:30-2p	**Lunch with Featured Speaker**	**Lunch with Featured Speaker**	**Lunch with Featured Speaker**
2-3p	Board of Directors Meeting	*SNMA 101/HOD 101*	*Medical School Admissions*
3-4p		*National Elections Process*	*Timeline for Success*
4-5p		Board of Directors' Meeting	*The Power of your CV/Resume*
5-7p			*Research and extra-curricular*
7-9p	**Dinner with Featured Speaker** Leadership Training	**Dinner with Featured Speaker** Leadership Training	**Dinner with Featured Speaker** Leadership Training
9p	Social Event	Social Event	Social Event
Sunday, February 1, 2009			
7-8a	**Breakfast – Inspirational**	**Breakfast - Inspirational**	**Breakfast - Inspirational**
8-12p	Board of Directors Meeting	Board of Directors Meeting (Optional Attendance)	Board of Directors Meeting (Optional Attendance)

Medical Student Educational Track Schedule
Pre-medical Student Educational Track Schedule
National Board of Directors Educational Track Schedule

HOTEL ACCOMMODATIONS
To be disclosed shortly.

Email conferences@snma.org with any questions or concerns.

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HOTEL
Castleberry Inn
186 Northside Drive, SW
Atlanta, GA 30313
Info and Reservations: (404) 893-4663

MEETING LOCATION
Morehouse School of Medicine
720 Westview Drive, SW
Atlanta, GA 30310-1495

HOTEL RESERVATIONS AND RATES
Single Room: $70 ~ Double + Room: $99
The hotel's reservation cut-off date is Friday January 16, 2009.

ATTIRE
Business

HOTEL ACCOMODATIONS
The Castleberry Inn is a small private hotel located less than one mile from the Morehouse School of Medicine Campus. Visit the hotel's website at www.castleberryinn.com. The hotel's offers easy access to MARTA, nightlife, shopping and other local attractions. High-speed internet and parking are free, and restaurants are nearby. Several guest room arrangements are available. When making your reservation, ask about the sleeping accommodations, especially if you intend to share the room, as not all rooms are configured and furnished in the same way.

SCHEDULING TRAVEL
Air Travel: For the most convenient travel by air, use Atlanta's Hartsfield-Jackson International Airport (ATL). Participants should make their travel plans to arrive in Atlanta before 6:00pm on Friday and to leave Cleveland after 3:00pm on Sunday in order to allow appropriate time for the Sunday Board meeting.

Local Travel:

* Shuttle Service (shared ride) – Contact **Greater Atlanta Shuttle**, at **678-851-7063** or online at **www.gaairportshuttle.com**. This is a 24-hour service that operates on the hour, with reservations. The fare per person is $20, round-trip.

* Travel by MARTA (from Hartsfield Airport to the hotel) – From the Airport station inside the airport (near the Baggage Claim area), take the northbound train to the West End station. Exit the West End station and take bus # 11 (English/Atlanta University), getting off at Fair Street and Northside Drive. The stop is just a few steps--not even a block--from the Castleberry Inn, on the right. The fare for the entire trip is about $4.00.

Note: If you will be traveling both inbound and outbound by MARTA, you may wish to consider purchasing a 3-day weekend *Breeze* pass for $11.00, which offers unlimited riding on the train and buses throughout the city. Purchase your *Breeze* pass at the MARTA Ride store when you have arrived at the airport in Atlanta.

For Late Arrivals: To get to Morehouse School of Medicine from the hotel, take bus #11 (English Ave/Atlanta University/ West End Station), from Fair Street and Northside Drive, boarding on the *opposite* side of the street from the Castleberry Inn. Get off the bus at Chapel Street and Westview Drive.

Walk about 2-1/2 blocks to the School of Medicine. The #11 bus runs about every 30 minutes on the weekend, Friday-Sunday.

* Taxi Service – The distance to the hotel from Hartsfield airport is about 12 miles, taking about 20 minutes. The one-way fare is about $35.

* Driving from the Interstate I-85 – From I-85 N/S, take the Fulton Street/Central Avenue exit #246, heading onto Fulton toward Zoo Atlanta. Turn Left onto Fulton Street, SW, going .7 miles. Turn Right onto McDaniel Street, SW, continuing for .4 miles. Turn Right again onto Northside Drive/US-19/US-41/GA-3. Continue a short distance of .2 miles to 186 Northside Drive, SW.

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NLI/BOD REGISTRATION FORM

Name: _____
Last First Middle Initial

Address: _____

Phone Number: ( ) _____ Email:_____

School: _____

___ Medical Student ___ Pre-medical Student ___ Other _____

Specialty of Interest:_____

SNMA Position: _____ (Please specify National, Regional, or Local)

SNMA Membership #: _____

I will be attending the *National Leadership Institute – New Leaders' Training Session* on *(check all that apply):*

- ☐ All days
- ☐ Friday (1/30)
- ☐ Saturday (1/31)
- ☐ Sunday (2/1)

Date/Time of Arrival: _____

Date/Time of Departure: _____

Lodging/Housing:

- ☐ I will be staying at the designated hotel.
- ☐ I will be rooming with: _____
- ☐ I need a roommate.
- ☐ I will not be staying at the hotel and have obtained accommodations locally

I have the following food requirements/limitations: _____

I have the following access/handicapped requirements/limitations: _____

Please return your completed form by **Friday, January 16, 2009** to:
SNMA National Headquarters
Via E-mail: conferences@snma.org
or via Fax: 202-882-2886

Email conferences@snma.org with any questions or concerns.