

Developing Your Experience Descriptions

Professional Health School Applications

Know Your Application

- Each application has different guidelines and limitations on experiences
- Review the guidelines for your application, in the application service noted in our Pre-Health Matrix

Pre-Health Matrix

- Liaisonedu.com has support for many applications

Liaisonedu.com

Holistic Review of Application

Balanced consideration of characteristics valuable in both that school and the health profession

Traditional Criteria

- GPA, Entrance Exam

Nontraditional Criteria
– aligned with institutional mission

- Who you are, what you have done, what you want to do

Looking at your personal statement and experiences.

What are My Experiences?

Every professional you shadowed, club you belonged to, job you held, organization you volunteered with, etc.

Document hours starting at collegiate level

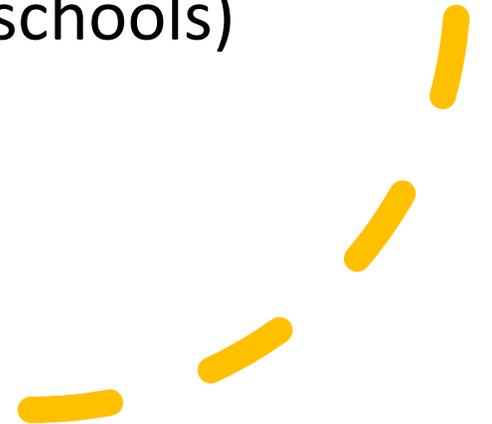
Your application may limit number of entries

OK to mention continued from high school in description

OK to not include lesser experiences

Which Experiences are Important?

- Community service
- Campus involvement with leadership
- Shadowing
- Field-specific experience
- Employment outside of field
- Research (for some professions/schools)



Past, Ongoing, Anticipated Experiences

- Each application has different rules, for example:
 - AMCAS allows anticipated experiences
 - ADEA AADSAS and OptomCAS do not
- Some applications allow experiences update
 - Strategy: send an email with attached update to target schools mid-application cycle



How to Categorize Experience Type

- Follow guidelines as best you can
- Divide hours between categories if a position's duties encompasses multiple categories
 - Shadow Dr. J for 50 hours Jan-March (Shadowing)
 - Work in Dr. J's office for 150 hours May-July (Dental/OptomCAS Experience)
- Note limitations on number of entries
 - AMCAS limits to 15
 - ADEA AADSAS and OptomCAS only suggest limitations

Leadership in Role and Descriptions

Unless your application has a section for leadership, your description is essential for noting leadership

Use all available character space

Examples of Leadership

- Mentoring
- Teaching/tutoring
- Committee work
- Planning
- Organizing
- Solving problems/innovations
- Taking initiative
- Public speaking
- Outreach
- Facilitating

You don't have to serve on the executive board to lead!





**Transferable to all
health professions!**

The Premed Competencies and What They Mean

The 17 Premed Competencies for Entering Medical Students help communicate the standards expected of all applicants accepted to medical school. These competencies were identified as essential for success in medical school and in the field of medicine. They were developed with extensive input from representatives in admissions, student and diversity affairs, faculty, students, and prehealth advisors.

Pre-Med Competencies

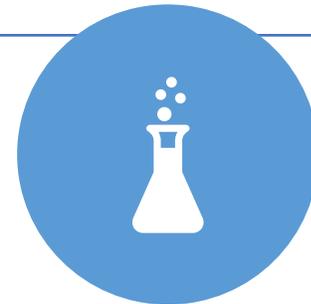
Professional
Competencies



Thinking and
Reasoning
Competencies



Science
Competencies





PROFESSIONAL COMPETENCIES

- **Commitment to Learning and Growth:** *Practices continuous personal and professional growth for improvement, including setting and communicating goals for learning and development; reflects on successes, challenges, and mistakes; pursues opportunities to improve knowledge and understanding; and asks for and incorporates feedback to learn and grow.*
- **Cultural Awareness:** *Appreciates how historical, sociocultural, political, and economic factors affect others' interactions, behaviors, and well-being; values diversity; and demonstrates a desire to learn about different cultures, beliefs, and values.*
- **Cultural Humility:** *Seeks out and engages diverse and divergent perspectives with a desire to understand and willingness to adjust one's mindset; understands a situation or idea from alternative viewpoints; reflects on one's values, beliefs, and identities and how they may affect others; reflects on and addresses bias in oneself and others; and fosters a supportive environment that values inclusivity.*
- **Empathy and Compassion:** *Recognizes, understands, and acknowledges others' experiences, feelings, perspectives, and reactions to situations; is sensitive to others' needs and feelings; and demonstrates a desire to help others and alleviate others' distress.*
- **Ethical Responsibility to Self and Others:** *Behaves with honesty and integrity; considers multiple and/or conflicting principles and values to inform decisions; adheres to ethical principles when carrying out professional obligations; resists pressure to engage in unethical behavior; and encourages others to behave honestly and ethically.*



PROFESSIONAL COMPETENCIES (Continued)

- **Interpersonal Skills:** *Demonstrates an awareness of how social and behavioral cues affect people's interactions and behaviors; adjusts behaviors appropriately in response to these cues; recognizes and manages one's emotions and understands how emotions impact others or a situation; and treats others with dignity, courtesy, and respect.*
- **Oral Communication:** *Effectively conveys information to others using spoken words and sentences; actively listens to understand the meaning and intent behind what others say; and recognizes potential communication barriers and adjusts approach or clarifies information as needed.*
- **Reliability and Dependability:** *Demonstrates accountability for performance and responsibilities to self and others; prioritizes and fulfills obligations in a timely and satisfactory manner; and understands consequences of not fulfilling one's responsibilities to self and others.*
- **Resilience and Adaptability:** *Perseveres in challenging, stressful, or ambiguous environments or situations by adjusting behavior or approach in response to new information, changing conditions, or unexpected obstacles, and recognizes and seeks help and support when needed; recovers from and reflects on setbacks; and balances personal well-being with responsibilities.*
- **Service Orientation:** *Shows a commitment to something larger than oneself; demonstrates dedication to service and a commitment to making meaningful contributions that meet the needs of communities.*
- **Teamwork and Collaboration:** *Collaborates with others to achieve shared goals and prioritizes shared goals; adjusts role between team member and leader based on one's own and others' expertise and experience; shares information with team members and encourages this behavior in others; and gives and accepts feedback to improve team performance.*



THINKING AND REASONING COMPETENCIES

- **Critical Thinking:** *Uses logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.*
- **Quantitative Reasoning:** *Applies quantitative reasoning and appropriate mathematics to describe or explain phenomena in the natural world.*
- **Scientific Inquiry:** *Applies knowledge of the scientific process to integrate and synthesize information, solve problems and formulate research questions and hypotheses; is facile in the language of the sciences and uses it to participate in the discourse of science and explain how scientific knowledge is discovered and validated.*
- **Written Communication:** *Effectively conveys information to others using written words and sentences.*



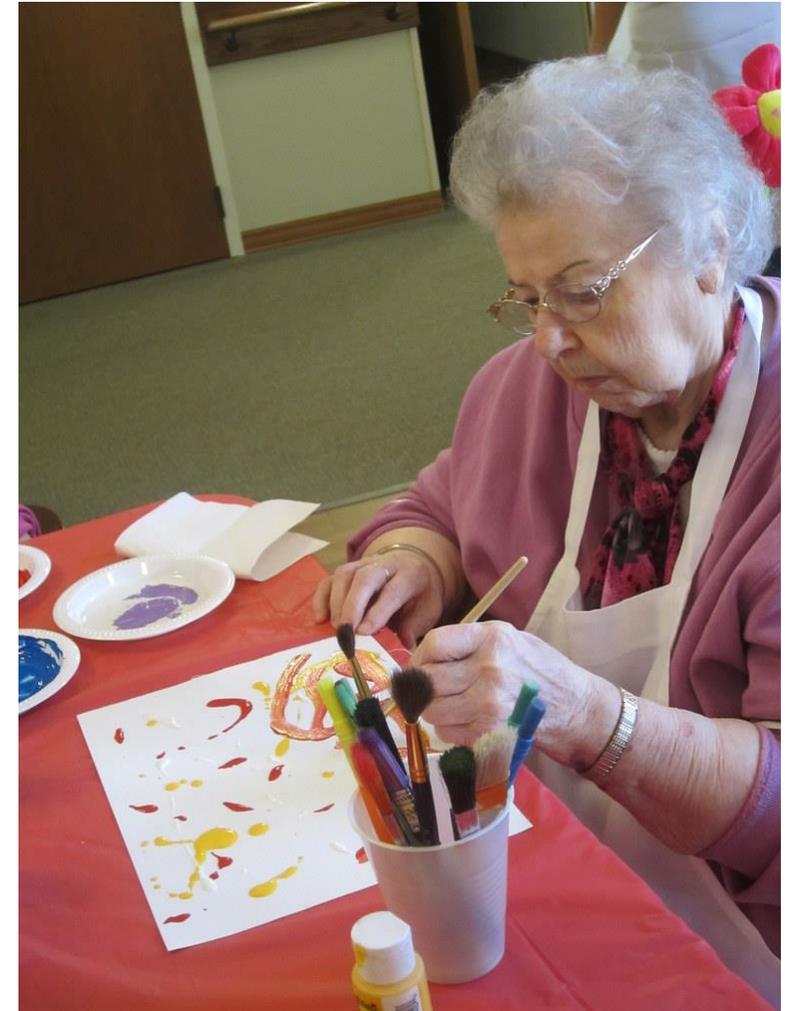
SCIENCE COMPETENCIES

- **Living Systems:** *Applies knowledge and skill in the natural sciences to solve problems related to molecular and macro systems including biomolecules, molecules, cells, and organs.*
- **Human Behavior:** *Applies knowledge of the self, others, and social systems to solve problems related to the psychological, socio-cultural, and biological factors that influence health and well-being.*

Volunteer

Service Orientation, Collaboration, Teamwork, Oral Communication, Cultural Competence, Critical Thinking, Social Skills, Resilience and Adaptability

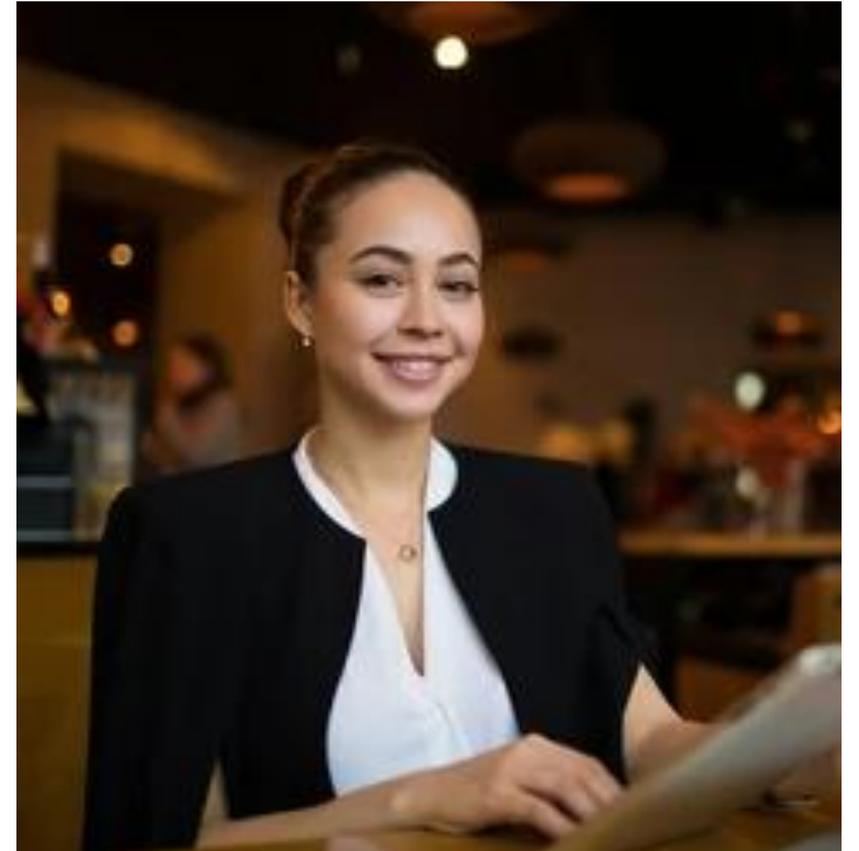
We deliver art programs to area senior citizens. As Vice President, I coordinate interactions between members and the community to cultivate relationships between different groups through art. For example, I collaborated with the executive board to plan monthly activities with local nursing home residents, guiding them through crafts and facilitating conversations. During the pandemic, we maintained membership connections by shifting to a remote approach, creating projects together over Zoom to give to the residents. We use the power of a shared interest to bridge diverse communities.



Employment

Reliability and Dependability, Collaboration, Teamwork, Oral Communication, Critical Thinking, Social Skills, Resilience and Adaptability

As a host, I was responsible for **greeting** and seating 50 groups of customers per shift. I coordinated with the wait staff to balance service stations and ensure that customer needs were met. During peak hours I communicated with the team to help any sections that were overwhelmed while also cleaning tables as needed to seat more patrons. After 4 months I was promoted with the added responsibility of training new wait staff and **resolving customer complaints**. I learned how to deescalate tension and think clearly in stressful situations.



Description Structure

- Summarize your work in context of organization mission
- Details of duties, responsibilities, and contributions showing leadership and competencies
- Reflection of experience connecting leadership and competencies
 - *Capacity for Improvement*





What is UGA Food2Kids?

UGA Food2Kids is a student-run nonprofit organization through the university that partners with the Food Bank of Northeast Georgia. We aim to decrease food insecurity in the Athens-Clarke area through weekly baggings, mobile pantries, educating children on proper nutrition and exercise at local elementary schools, and fundraising to provide food for those in need.

Your work in context
of organization
mission saves space

For three years, I attended weekly baggings at the Food Bank of NE Georgia and raised money to fight food insecurity in Athens.

Duties/Responsibilities/Contributions- Leadership & Competencies

I helped to **select and train** women from different sororities as Greek Liaisons, **collaborated** on the **logistics of volunteering at COVID-friendly mobile pantries**, and **facilitated brainstorming of fundraiser ideas**.

- *Leadership*
- *Communication, teamwork, social skills*
- *Critical thinking*



Reflection of Experience – Leadership Competencies

I developed an ability to **communicate effectively** with a diverse group and **steer a large organization toward a common goal**.

- **Communication**
- **Social Skills, Cultural Competence**
- **Leadership**



Vary Your Reflections

I developed leadership skills by overseeing a group of people and providing a positive environment.

I learned about their different backgrounds and gained empathy for their challenges.

This role taught me about managing the financial side of an organization.

I saw the impact of collaborating as a group and sharing information.

Being a part of this organization pushed me to continue to excel in my grades and build my leadership skills on campus.

This organization introduced me to campus involvement, and I strove to be more hands-on in my future engagement efforts.

I expanded on my professional skills as we went through exercises from how to write an email properly to what to do after interviewing for a position.

Writing Strategy 1 – Gather Information

- Organization mission
- Identify leadership roles
- Brainstorm duties/responsibilities/contributions showing Pre-Med Competencies (useful for all pre-health tracks)



Writing Strategy 2 – Compose



- Use Microsoft Word/Google Docs
- This paragraph structure works in many cases:
 - Summarize your work in context of organization mission
 - Details of duties/responsibilities/contributions showing leadership and competencies
 - Reflection of experience connecting leadership and competencies
- Include all important details; you will trim to fit later

Shadowing Experience Descriptions

- General list of what you saw and did to show diversity and depth of experience
- Observation of successful characteristics of professional
 - Can use a specific example to illustrate



Writing Strategy 3 – Edit

- Trim to fit within limit of “characters with spaces” while keeping integrity of grammar and sentence structure.
 - Use [concise writing techniques](#)
- Proofread for accuracy



Shadowing/
Volunteering – what
you GOT from the
experience

Leadership – what
you BROUGHT to
the experience

Successful Contribution

- Leadership - What success did you or your team bring to the organization?
- Shadowing – what successful characteristics did you witness being performed?

QUESTIONS