

# EXECUTIVE REPORT

*Sarah Zahabi, CFMS National Officer of Services 2018-2019  
2019 Annual General Meeting  
September 19-22nd 2019, St John's, NL*



## I. ACTIVITIES OF NATIONAL OFFICER OF SERVICES

- Create and maintain existing partnerships with external organizations
- Create and maintain Electives Database
- Create and maintain Interviews Database and provide interview preparation resources to members

## II. PLAN FOR NATIONAL OFFICER OF SERVICES

- Reach out to new partners for discounts
- Maintain current partnerships
- Work in collaboration with IT team to update the electives database and populate it with school-specific content
- Work with CMA, Student Affairs deans and other partners on the creation and dissemination of Interview preparation resources for students in the form of an interviews database

## III. NEXT STEPS FOR NATIONAL OFFICER OF SERVICES

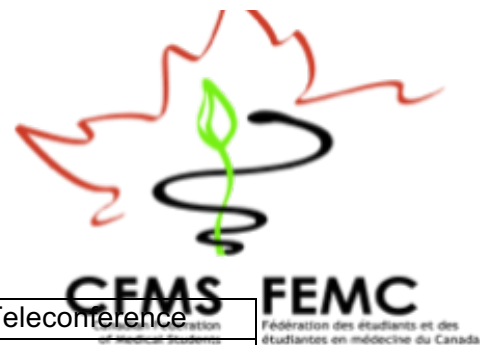
Tasks and activities listed above should be completed and continued by incoming National Officer of Services..

## IV. MEETINGS ATTENDED

Date	Meeting	Location
November 18 <sup>th</sup> , 2018	Director Student Affairs	Teleconference
December 1 <sup>st</sup> , 2018	Services Committee Recruitment	Teleconference
December 2 <sup>nd</sup> , 2018	Services Committee Recruitment	Teleconference
December 2 <sup>nd</sup> , 2018	Wellness Round Table	Teleconference
December 10 <sup>th</sup> , 2018	Services Committee Recruitment	Teleconference
December 11 <sup>th</sup> , 2018	Services Committee Recruitment	Teleconference
December 22 <sup>nd</sup> , 2018	Services Committee Meeting	Teleconference
January 13, 2019	Wellness Round Table	Teleconference
January 16 <sup>th</sup> , 2019	Meeting Henry Li (Finance Committee)	Teleconference
January 27 <sup>th</sup> , 2019	Meeting with Director Student Affairs	Teleconference
February 2 <sup>nd</sup> , 2019	Services Committee Meeting	Teleconference
February 10 <sup>th</sup> , 2019	Student Affairs Website	Teleconference
February 25 <sup>th</sup> , 2019	Meeting with Services Rep and McGill CFMS Rep	Montreal, QC
March 5 <sup>th</sup> , 2019	CBD Agenda Teleconference	Teleconference
April 7 <sup>th</sup> , 2019	MSS and CFMS President Meeting	Montreal, QC
March 3 <sup>rd</sup> , 2019	Wellness Round Table	Teleconference

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March 5 <sup>th</sup> , 2019	BDO	Teleconference
March 24 <sup>th</sup> , 2019	Services Committee Meeting	Teleconference
April 6 <sup>th</sup> , 2019	CASEM Conference	Ottawa, ON
April 11 <sup>th</sup> -14 <sup>th</sup> , 2019	CFMS SGM	Niagara Falls, ON
April 27 <sup>th</sup> , 2019	ScholarRx Meeting	Teleconference
May 1 <sup>st</sup> , 2019	Meeting with IT Officer	Teleconference
May 5 <sup>th</sup> , 2019	Wellness Round Table	Teleconference
May 19 <sup>th</sup> , 2019	Director Student Affairs	Teleconference
June 4 <sup>th</sup> , 2019	NOS Interviews	Teleconference
June 5 <sup>th</sup> , 2019	Electives Database Meeting	Teleconference
June 6 <sup>th</sup> , 2019	NOW Interviews	Teleconference
June 10 <sup>th</sup> , 2019	NOW Interviews	Teleconference
June 15 <sup>th</sup> , 2019	Director of Student Affairs Meeting	Teleconference
July 2 <sup>nd</sup> , 2019	NOS Transition	Teleconference
July 4 <sup>th</sup> , 2019	Director of Student Affairs Meeting	Teleconference
July 16 <sup>th</sup> , 2019	Call with Potential Partner	Teleconference
July 17 <sup>th</sup> , 2019	OnboardMD	Teleconference
July 21 <sup>st</sup> , 2019	Electives and Interviews Database	Teleconference
August 10 <sup>th</sup> , 2019	Electives Database	Teleconference
August 10 <sup>th</sup> , 2019	Reps Round Table	Teleconference
August 11 <sup>th</sup> , 2019	Canadian Medical Association AGM	Teleconference
August 12 <sup>th</sup> , 2019	CMA Health Summit	Teleconference
August 21 <sup>st</sup> , 2019	Electives Database	Teleconference
September 3 <sup>rd</sup> , 2019	Presidents Round Table	Teleconference
September 8 <sup>th</sup> , 2019	Wellness Round Table	Teleconference
September 9 <sup>th</sup> , 2019	Call with Potential Partner	Teleconference
September 14 <sup>th</sup> , 2019	Director of Student Affairs Meeting	Teleconference

## V. CONCLUSIONS

It has been a pleasure to work as CFMS National Officer of Services this year and I look forward to completing and continuing to oversee the ongoing projects by working with the incoming National Officer of Services.

**Sarah Zahabi, B. Sc**

M.D.,C.M. Candidate 2020 | McGill University

National Officer of Services

Canadian Federation of Medical Students | Fédération des étudiants et des étudiantes en médecine du Canada

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