

Sample cover letter: Applying for fourth year Electives

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Ms Kate Guerin,
HR Co-ordinator, Central Operations
Royal Flying Doctor Service
PO Box 381 Marlestone, BC, SA, 5033

This is just one possible organisation. You will need to research others in Australia and overseas that provide placements. Follow your interests.

Re: Medical Student Elective Placement

Dear Ms Guerin,

I am in the third year of my postgraduate Medical degree at Deakin University. I would like to express my interest in doing a six week elective placement with the Royal Flying Doctor Service during Trimester 2 of my final year in 2011.

I am very excited about the opportunity to work with and learn from highly trained professionals delivering a variety of medical services to rural and remote areas. As the Deakin University Medical School has a rural focus, this experience will enhance my understanding of these contexts and further develop the skills I have gained to date. It will also help confirm my interest in pursuing rural medicine as my career.

Match yourself to the opportunity and show how you will benefit

I thoroughly enjoyed my time in Geelong as a student and in particular my health services placements which have enabled me to become part of a community. I am doing third and fourth year clinical training at Ballarat Base Hospital where I am participating in multi disciplinary teams in a range of wards serving the extended Ballarat area.

I have a particular interest in mental health. Working in remote and isolated areas, and in particular with indigenous communities, will provide insights into unique aspects of this field.

My extracurricular activities, including volunteering, student representation and the Duke of Edinburgh Award demonstrate my strong teamwork and communication skills. I am resilient, adventurous and very enthusiastic about learning. I am looking forward to discussing this opportunity with you.

Yours sincerely,

Personalise your application by highlighting your particular attributes and interests. Show how you can contribute,

Alexandra Mason

For elective suggestions and tips on how to organise placements see Medical Electives under E at www.deakin.edu.au/careers/resources