# Gendered Knowledge’s

# Minutes

# 29.01.13

In attendance: Cath Lambert, Sam Lyle

To do list

* CL to send SL all details for recruitment today
* SL to write up job descriptions and recruitment email
* CL to send SL current e-list of interested parties
* SL to draw up wish list for Expert Advisory Board
* SL to get editing rights for CSWG and write blurb about project
* SL to book rooms for interview and first team meeting and organize biscuits

Agreed timeline for recruitment

* SL to send recruitment email by Friday February 1st
* Deadline for application : Monday February 11th at 5pm

Interview date: Friday February 15th 10 – 12 room TBC

* First team meeting Monday February 18th 10 – 12 room TBC