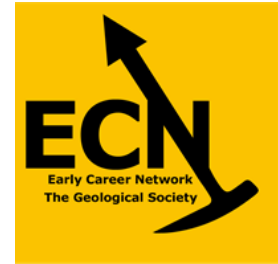


EARLY CAREER NETWORK

COMMITTEE MEETING MINUTES



Date: Friday, 15 March 2024 (12:00 GMT)

Location: via Microsoft Teams

Present: Matt Sharp (Chair), Jean-Jacques Ferguson (Secretary), Awei Mabi, Alex Christopher, Simon Groom, Jocelyn Barker, River Adler Stewart (Treasurer), Huw Richards.

Apologies: Dan Hope (Vice-Chair), Harriet Warnock (Specialist Group Liaison), Ayesha Landon-Browne,

1) MINUTES OF THE LAST MEETING – Actions Arising

- Communication with regional groups regarding EC award ***AP* HW.**
- EC award trophy – ***AP* DH / SG.**
- Chartership Committee seat – ***AP* MS.**
- Science Committee seat - ***AP* ALB.**
- ***AP* AC / RAS** to develop a budget.
- Setting-up Instagram – ***AP* JB**
- ***AP* JJF** Calendar and Doodle poll / meetings going forward

2) SUB-GROUP UPDATES

- DH and JJF to head up each sub-group and enact some APs for next meeting ***AP* DH / JJF.**

3) EARLY CAREER AWARD

- RG submission
 - i. JJF / HW – Find out who is submitting / topics – deadline of heats being held is 31st March ***AP* HW / JJF.**
- In-person Committee attendance
 - i. Who can attend from the committee? Please let DH / JJF know as soon as you know. It would be good to get as many as possible ***AP* ALL.**
- Food and drink
 - i. DH / RAS – Intouch with catering, 200-300 pounds in total so far. Final numbers and order confirmation TBD.
- Afterparty?
 - i. Pub from 6pm onwards? AC to call-up and find out ***AP* AC.**
- Advertising
 - i. GSL newsletter (18th March – likely best chance to reach out to Sarah before CoB) – ***AP* RAS / JJF.**
 - ii. Sarah (Marketing Executive at GSL) has agreed to send emails on our behalf to avoid spam bin. JJF suggested raising GeolSoc email address?

- iii. Eventbrite page – ***AP* JB** to set up. Privately first, then publicly.
- Trophy (SG)
 - i. SG – Bought a trophy from 50 quid from Etsy – due to arrive in c. 2 weeks. If appropriate, engraving to follow. SG to send receipt ***AP* SG**.
- Wildcard (JJF)
 - i. Date
 - o Either to be held on the 18th or 25th April to give enough space for advertising window post-March RG deadline.
 - o Time to be held?
 - ii. ECN judges
 - o Likely to want to spread across varying fields – will depend on specific talks but please let DH / JJF know if you are willing to be put on a shortlist ***AP* ALL**
 - iii. Advertising
 - o 2 rounds /styles: pre-31st March: wider email to all RGs, post-31st March directed to RGs without any submissions.
 - iv. JJF to follow-up with subgroup and recruit task volunteers on WhatsApp / follow-up meeting.
- External Judges
 - i. As before, good to know talks beforehand. Likely to want a short-list as it gets harder closer to the time.
 - ii. Ideas:
 - o GSL representatives
 - a. Ruth Allington – president (final term this year)
 - b. Gemma Sherwood – RG Committee chair
 - c. Eleanor Williams – Chartership officer
 - o Industry Reps
 - a. JB’s prior tutor – Geophysicist
 - b. Richard Herrington – Mining and Energy Transition
 - c. Frances Cooper – Tectonics and Exploration
 - d. Engineering Geologists?
 - e. Katherine Mottram – RAS’s university dept.
 - o Please consider adding to this list and reaching out to your contacts ***AP* ALL**.
 - iii. Judge transport to be covered in budget ***AP* RAS** to accommodate. London/SE-centred best for this?
- Funding update
 - i. Arcadis potential to part-fund event up to £1,000. Detailed budget required for funding application – ***AP* RAS / DH** to follow up.

4) OTHER FUTURE EVENTS

- Winter social – availability in King’s arms (regular sundowner location), potential for a minimum buy, AC to meet with manager at next week’s sundowner ***AP* AC**.

5) MARKETING

- EC Banners
 - i. Not gone to designer for final adjustments just yet, final additions/changes still to be commented – if you have notes contact DH.
 - ii. Need to confirm that we want to buy 1x (~£52) or 2x (~£93) banners.
 - Advise to buy two banners if we can afford, saves future costs and appears more professional.
- Meet the Committee (JB)
 - i. Big thanks to JB for the existing posts so far! Very professional.
 - ii. ***AP* ALL** to proactively send short bio and field/geo pics to JB emulating prior posts.
- Instagram Page
 - i. JB set up Instagram page – @geolsocearlycareersnetwork.
 - ii. Is it worth trying to get a shout out on the @geolsoc Instagram?
 - iii. ***AP* ALL** – require filler material, please send to JB.

6) FINANCE

- No major updates beyond banner/EC award as listed elsewhere. RAS currently developing budget for the year.

7) ANY OTHER BUSINESS

- Noted to acquire some stickers as hand-outs – RAS.
- Committee members' cards for in-person events, name-holders?
- SG mentioned ECN business cards?
- HR noted access to content management section on website.
 - i. HR to pass log-in details to new member. ***AP* HR. JJF and DH** to take in the meantime.
 - ii. Review all website information - HR to review website and note any out-of-date material ***AP* HR**

8) DATE OF NEXT MEETING – w/c 1st April.

- Regular meetings and the ideas of locking the date seemed to be relatively well received and it might work well. Doesn't work well for next month, however.
- The idea of alternate timeslots per month may be a way to combat this? Rolling 0800-0900, 1200-1300, and 1700-1800.
- 8-9am slot raised also as alternative to lunch slot for those working on-site.
- One final poll to be sent out this month with variety of times as above to find best.