

# Farewell, Kay

When Kay Magnani first walked into the Law Faculty at Monash University in January 2001, the Castan Centre was barely two months old. It had no staff and little money. It had conducted two public events, made one submission to parliament, had no publications to its name and was barely known within the Monash law faculty, let alone outside it.

Over the next nine and a half years, the Centre grew with Kay. Kay has been there at the front of more than 100 lectures, symposia, roundtables, and conferences, to welcome people as they arrived and at the back as the event unfolded. As Castan Centre staff, we always arrived knowing that things would run smoothly, that every little detail had been taken care of and that our guests would get what they came for.

As anyone who has worked in a non-profit organisation will know, the administrative

staff bears an enormous load, doing the jobs of two or three people to keep the place going. In addition to all of those late nights at Castan Centre events, Kay could be found in her tiny office updating the website, managing the database, stuffing envelopes, writing letters, adding the final details to reports and much, much more. She would take calls from judges, politicians, activists, lawyers, and members of the public. You could wander into her office and find her on the phone to a designer telling them to fix up the newsletter, haggling with a printer over quotes or organising flights for upcoming speakers.

Kay wasn't just an administrator. She became a sounding board and a source of advice. Is this the kind of thing we should send to members? Do you think we should invite this person to give a public lecture? Is my newsletter article on the Global

Internship program any good?

Business people talk about "institutional knowledge". When Kay closed up her office and left the building for the last time on 29 April, much of our institutional knowledge went with her. In the weeks and months beforehand we clambered to document everything she knew, to catalogue her knowledge as best we could. We hope we have managed to retain the contact details for everyone, the whereabouts of every document and all our important procedures. But, more importantly, when Kay left we lost a link to the very beginning of the centre, as well as daily contact with a great colleague and a true friend. We will miss Kay immensely and wish her the best for her retirement. Of course we'll keep in contact with her regularly, just to catch up on news and reminisce. And maybe to ask her where she put the "new members" file.

## New Administrator joins the Castan Centre

The Castan Centre is pleased to announce that Janice Hugo has joined the Centre as its new Administrator. Janice only had to move a few buildings from her previous job in the Monash University Campus Centre, where she worked as the tenancy liaison officer. Her position required her to undertake a variety of roles which has made her a good fit for the Centre Administrator role. Prior to working in the Monash University Campus Centre, Janice worked as an office administrator and accounts manager for Peter J Ramsay and Associates, an environmental scientific firm and body corporate manager.

Janice has experience working with both staff and students within and outside the university community and is looking forward to the opportunity to contribute to the protection of human rights in her role as Centre Administrator. Janice tells us that she is "looking forward to being part of a team that has objectives with a sense of integrity and makes a difference in the world. It's wonderful to have been given the opportunity to support the Castan Centre to achieve its goals to study and promote human rights". The Centre welcomes Janice on board.

## The Castan Centre now on Facebook and Twitter

If you're using Facebook and Twitter, be sure to start following us online. You can find our Facebook fan page by simply typing "Castan Centre" into the Facebook search box. Our page lists all upcoming Castan Centre events and we also post other useful human rights information there. For example, we posted all 15 of the centre's Human Rights Act Myth Busters on the page earlier this year, and we regularly put up opinion pieces written by our academics and submissions made to Parliamentary inquiries.

You can find our Twitter feed at <http://twitter.com/castancentre>. The feed concentrates more on breaking human rights news from around the world, with a particular focus on Australian events. Following the Castan Centre on Twitter allows you to get all your human rights news from one source while sitting at your computer, or browsing on your phone.

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