



DEVELOPMENTAL DYNAMICS EDITOR-IN-CHIEF SEARCH

- I. **EDITOR'S DUTIES.** The Association's Board of Directors (Board) commissions the editor-in-chief (EIC) to manage the journal, subject to the Board's direction and control. Responsibility for the implementation of editorial policy; decisions about the inclusion or exclusion of manuscripts; and the fundamental vision of the journal as portrayed in all marketing materials shall be vested in the EIC and his/her appointed Editorial Board.

Working in a collegial manner with the Board, Publications Committee, Scientific Affairs Committee, Executive Director, Publisher, and Association staff in all aspects of producing the journal, the EIC shall:

- A. Take an active role in encouraging submission of high quality manuscripts of all kinds, particularly those reporting cutting-edge research or in emerging areas of interest.
- B. Maintain oversight of the submission and review of manuscripts so that reviews are completed within the requisite period.
- C. Solicit, evaluate, and edit contributions to the journal, and prepare and deliver the journal's editorial content and appropriate artwork in accordance with a schedule set forth in advance.
- D. Have a basic understanding of journal finance and manage the journal's editorial office based on an annual calendar year budget.
- E. Report to the Association's Board through the Publications Committee; attend appropriate parts of Board meetings as a guest at the Board's invitation; and participate in a meeting once annually at the Publisher's office.
- F. Maintain records, monitor journal statistics, prepare and provide the Association with an annual written report on the journal's editorial operations, and use this data to guide process improvements and recommendations.
- G. Cooperate fully, by providing information, in addressing any reasonable concerns of the Association regarding the journal or the EIC.
- H. Appoint and supervise the Associate Editors in specific sub-disciplines and any other Editorial Board Members appointed to the journal. Monitor the quality of their work. Act as arbiter in cases of controversy between authors, reviewers, or associate editors. Convene and chair an annual meeting of the Associate Editors (including the Chair, Publications Committee).

- I. Oversee (in collaboration with the editors of *The Anatomical Record* and *Anatomical Sciences Education*) the organization of an annual journal-sponsored symposium at the AAA Annual Meeting at Experimental Biology.
- J. Provide input to the financial and business aspects of journal operations consistent with Association policies, practices, and deadlines.
- K. Perform obligations in a manner consistent with the highest standards of professionalism, competence, integrity, and ethics, and not engage in any conduct that may bring harm or disrepute upon the Journal or the Association.

DESIRED ATTRIBUTES. To best perform the duties described above, certain attributes are of particular importance.

- 1. A Ph.D. or M.D. with an established record of scholarship, an active research program, recognized expertise in the field of developmental biology, and a track record of publishing highly cited articles.
- 2. The ability to attract manuscripts in areas of biomedical sciences where development more directly interfaces with human disease and health, including a possible focus on translational research.
- 3. Interest in and ability to work with both the vertebrate and non-vertebrate development communities.
- 4. The ability to attract respected experts as associate editors and members of the journal's editorial board, including from various disciplines and target continents (*e.g.*, the Pacific Rim and South America), with the goal of continually raising the bar on the quality of papers submitted and accepted.
- 5. Editorial experience with a scholarly journal in the field.
- 6. Background that reflects high standards in research and publication, demonstrated ability to meet commitments, strong organizational skills, excellent people skills, and the ability to make difficult decisions.
- 7. Approachable and respected, with managerial skills to oversee the editorial cycle, meet deadlines, and work effectively with the editorial board, publishing professionals, and association leadership and staff.
- 8. Strong communication skills with focus on service and positive author experience, including a commitment to a rapid turnaround from review to publication, prompt and straightforward consideration of author concerns, and high quality production.
- 9. A commitment to raising journal awareness and visibility in key emerging markets; the ability to initiate, foster, and maintain relationships with potential authors and research institutions outside the U.S.; and a willingness to travel, as needed, to develop and maintain such relationships

10. An understanding of the current journal publishing and business environment and openness to sharpening the journal's focus and management to meet changing conditions.
11. Strong commitment to the use of new information technologies and their potential to rapidly change how users interface with journal content and possibly even what it means to be a journal. This should include the ability and willingness to explore the use of various social media tools as a means of enhancing journal usage and author interest.
12. Familiarity with journal open access publishing and how it will transform the business model of subscription-based journals.