Job description

Editor(s)-in-Chief, Journal of Thrombosis and Haemostasis (JTH)

Position objectives
The Editor(s)-in-Chief is/are the public voice and ambassador for the journal, providing vision and leading the Associate Editors, an Editorial Board and editorial management service team, in attracting high-quality manuscript submissions and conducting peer review of manuscripts submitted for publication. Working with the ISTH Publications Committee and the Society’s publisher, the Editor(s)-in-Chief is/are expected to provide innovative leadership while following best publishing practices that advance the journal in the field. The Editor(s)-in-Chief is/are expected to serve in the position for an initial four-year term, with potential renewal for an additional two years. This is a part time, contract position with an expected total time commitment of 10 to 20 hours per week.

Editorial Leadership
In consultation with the ISTH Publications Committee and working closely with the Society, its publisher and with the support of the editorial management team:
- Uphold and improve upon, as appropriate, the journal’s aims and scope within the overall ISTH journal portfolio publishing strategy as established by the ISTH Publications Committee
- Increase the journal’s impact as the leading high-impact factor publication in the field of thrombosis and hemostasis and continue to evolve editorial policies, and standards, ensuring the highest-quality and most relevant science is published in the journal
- Pursue high editorial quality and best practices in peer review processes and communication with authors
- Provide dynamic and proactive leadership that is inclusive and empowering to a team of global and diverse Associate Editors and an Editorial Board
- Develop strategies to increase the attractiveness of the journal and its impact to authors and readers in close collaboration with the editorial team, ISTH and the publisher by keeping abreast, responding to and ideally anticipating new opportunities in the field, based on data, insights and best practices
- Enhance and build the scientific and educational value of the journal by soliciting and overseeing development of invited reviews, special features, and topics of interest to the global community, as appropriate
Integrate new formats of science dissemination and promotion of the journal and its content that will increase interest, engagement, submissions and readership among its global medical-scientific community

Oversee the work of the established editorial management services team, create a positive collaborative work environment, and provide clear and proactive service level expectation and performance management

Promote and uphold best practices in publishing ethics, including those set forth by the Committee on Publication Ethics (COPE) and policies set by ISTH and the publisher

Organizational Leadership

Strongly embrace and promote the ISTH’s commitment to diversity in expertise, global and demographic representation through Associate and Editorial Board member selections and content development

Serve as an ambassador and an advocate for the journal and Society, representing them at scientific and educational events and with internal and external stakeholders

Act and treat others with respect and professionalism and at all times, display the highest level of credibility, avoid conflicts of interest and act in the best interest of the Society and the journal.

Be a motivator and coach to the broader editorial team and seek to build a strong sense of collaboration, inclusiveness, team work, innovation and engagement.

Work in close collaboration and proactively with ISTH leadership/committees, RTPH Editor-in-Chief and staff to ensure the approach and content is complementary and an integrated part of the Society’s offerings and communications

Ensure expert and rapid and efficient adjudication of manuscripts according to best practices in peer review, working closely with the individual or individuals assigned by ISTH and/or the publisher to support the journal’s editorial activities,

Actively support healthy economic sustainability for the journal through supporting and facilitating evolving business models and meaningful commercial opportunities proposed by the publisher and/or Society, such as, but not limited to, supplements and sponsorships

Serve in and participate in an ex-officio role on the ISTH Council and Publications Committee (in case of a co-editorship, one editor shall be nominated for this Council position for the term of the editors)
Specific responsibilities

- Evaluate submitted contributions in accordance with best editorial practices, moving those that merit peer review into and through the review process
- Monitor, analyze and apply manuscript data and peer review processes and other journal performance related metrics, working to continuously improve service to authors and meet ISTH stated goals
- Work collaboratively with the publisher and ISTH staff and other parties on marketing initiatives to ensure increased contributions, readership, and citations for the journal, including a commitment to contemporary forms of science communications/distribution
- Recruit, oversee and motivate a sufficient and diverse pool of expert reviewers to provide quality reviews make decisions on manuscripts in a timely manner
- Regularly conduct meetings of the Editorial Board to discuss editorial outreach efforts, review quality and timeliness, acceptance rates, and other journal editorial and operational priorities and attend ISTH teleconference and in-person meetings as reasonably requested
- Participate regularly and proactively in discussions with the publisher and the Society on the business matters of the journal and the advancement of the journal and the Society
- Comply with (seeking guidance as necessary) all aspects of publishing best practices, including but not limited to resolving ethical issues (e.g., disclosure and management of conflicts of interest, errata, and retractions); publication schedules; and internal and external communications, timeliness, and transparency to uphold high publishing standards
- Oversee and direct report preparation of journal operations, including changes to the Editorial Board; journal metrics; and other statistics as requested
- Manage the editorial aspects of the journal within the ISTH Council-approved budget and other parameters

Qualifications

- Physician and/or basic/clinical researcher with broad perspective of the thrombosis and hemostasis field and astute to emerging areas of basic and clinical research and clinical practice
- High level of familiarity with ISTH and visibility, collaboration, and recognized leadership in rigorous thrombosis and hemostasis research, scholarly publication, and practice
- Extensive publishing knowledge demonstrated by substantial author, reviewer, editorial board and/or editor-in-chief experience with peer-reviewed journals
- Excellent organizational, interpersonal skills and connections also and particularly also in an international context
- Demonstrated leadership traits as an inspiring and inclusive leader, mentor, coach and facilitator
- Demonstrated ability to work collaboratively with a wide range of stakeholders
- Demonstrated ability to think and act strategically, creatively, innovatively
- Able to meet the time and other demands of the Editor-in-Chief position