Job description

Editor-in-Chief, Research and Practice in Thrombosis and Haemostasis (RPTH)

Position objectives

The Editor-in-Chief is the public voice and ambassador for the journal, providing vision and leading Associate Editors and an Editorial Board, and editorial management service team in attracting high-quality, open access manuscript submissions and conducting peer review of manuscripts submitted for publication. Working with the ISTH Publications Committee and the Society’s publisher, the Editor-in-Chief is expected provide innovative leadership while fulfilling best publishing practices that advance the journal in the field. The Editor-in-Chief is 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 time commitment of 10 to 15 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
- Continue and further advance the role of RPTH as an innovative scientific publication providing a platform for new and emerging trends in science promotion, publication and dissemination
- 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 global and diverse team of 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
Monitor and maximize open access initiatives and strategies across scholarly publishing, working with ISTH and the publisher to achieve strategic objectives

Integrate new formats of science dissemination and promotion of the journal and its content that will increase interest, engagement, submissions and readership among a diverse audience

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, with a particular focus of providing opportunities for engagement from early career professionals

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, JTH Editor(s)-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
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, 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 on marketing initiatives to ensure increased contributions, readership, and citations for the journal, including to lead the way in exploring and utilizing contemporary forms of science communications/distribution that lend themselves to open-access publishing to reach and engage the widest possible audience
- 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
- 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 report preparation of journal operations, including changes to the Editorial Board; journal metrics; and other statistics as requested
- Manage the journal within the ISTH Council-approved budget

Qualifications

- Physician and/or basic/clinical researcher with a broad perspective of the thrombosis and hemostasis field, 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, ideally with open-access publications
- Extensive publishing knowledge demonstrated by substantial author, reviewer, and/or editorial board and/or editor-in-chief experience with peer-reviewed journals (ideally with open-access publications)
- Spirit of innovation, as an advocate for open access publishing
- Passion and interest in presenting, engaging and communicating scientific information in innovative ways and to reach the broadest possible audience
- Demonstrated ability to work collaboratively with multiple stakeholders
- Excellent organizational and interpersonal skills and connections, particularly also in an international context
- Demonstrated leadership traits as an inspiring and inclusive leader, mentor, coach and facilitator
- Demonstrated ability to think strategically, creatively and innovatively
- Able to meet the time and other demands of the Editor-in-Chief position