

## European Respiratory Journal

### Chief Editor: Job description

#### Background

The *European Respiratory Journal* (<http://erj.ersjournals.com/>) is the flagship journal of the European Respiratory Society (ERS), publishing high-quality original articles, perspectives, reviews, series, editorials and correspondence across the breadth of the respiratory field.

The *ERJ* is one of the most highly regarded peer-reviewed respiratory journals worldwide (2020 impact factor: 16.671).

The journal receives approximately 4000 submitted manuscripts each year and utilises a well-established online submission platform through which all peer-review processes take place.

The *ERJ* is an ERS membership benefit. Libraries and institutions also subscribe to the *ERJ*, which further increases its global reach, and the journal receives > 11 million page views each year.

For further information on the aim and scope of the *ERJ*, see:

<https://erj.ersjournals.com/content/57/1/2100084>

<https://erj.ersjournals.com/content/55/1/1902503>

<https://erj.ersjournals.com/content/53/1/1802459>

<https://erj.ersjournals.com/content/51/1/1702594>

#### The role of the Chief Editor

The Chief Editor is responsible for the quality and content of the *ERJ*, and is the ambassador for the journal in the respiratory community.

This position has a 5-year mandate (non-extendable, non-renewable), commencing September 2022 and finishing at the end of September 2027. Applications from a single

candidate or joint candidates will be accepted, and Chief Editor(s) may be based outside of Europe. The new Chief Editor(s) would be expected to begin shadowing the current Chief Editor around 6 months before the start of their mandate. Although the Chief Editor is appointed by ERS, editorial decisions are independent from the ERS committees.

The post is not salaried, but financial compensation will be made to the Chief Editor's institution. Administrative, editorial and technical support will be provided by the ERS publications office.

### **Main responsibilities**

- Taking responsibility for the scientific content of the *ERJ*.
- Acting as pro-active ambassador(s) of the *ERJ* in the international scientific arena.
- Appointing, structuring and maintaining an editorial board that is sufficient to support the workload, and is representative of respiratory medicine across Europe and globally.
- Selecting high-quality content while ensuring a suitable balance of topic areas to serve the ERS membership and wider readership.
- Ensuring number of published manuscripts is at an acceptable level.
- Taking responsibility for and communicating editorial policy, and addressing publication ethics problems.
- Actively recruiting editorials, clinical trials, reviews and series papers from key opinion leaders.
- Publishing an annual editorial, reporting the achievements and future development plans to the readership.
- Communicating with the editors of the other ERS publications regarding a coordinated strategy to ensure continued success of the ERS publishing portfolio.
- Collaborating with the Science Council to ensure integrated strategic approach.
- Establishing an agenda for and chairing editorial board meetings (held annually, during the ERS congress, and with addition teleconferences if required).
- Attending other ERS meetings as required, such as the Publications Committee (as an observer at the Congress meeting), the Science Council, ERS General Assembly and Respiratory Journal Editors Group.
- Collaborating with the publications office to ensure that information provided to readership (*e.g.* instructions for authors) is current.

**Editorial tasks:**

- Leading the editorial board on peer review and manuscript acceptance policy, assessing all submitted manuscripts and assigning manuscripts to members of the editorial board or other reviewers, as appropriate.
- Monitoring the editorial performance of the members of the editorial board, and providing regular feedback and intervening where necessary.
- Being responsible for investigating, taking action and communicating with authors about possible publications practice violations (*e.g.* regarding duplicate publication, plagiarism and fraud), using recommended advice from bodies such as ICMJE and COPE.
- Ensuring unbiased/independent handling of all submitted manuscripts, and having a transparent policy for the handling of the Chief Editor's own manuscripts.
- Making appropriate arrangements regarding transparency and/or limitation of conflicts of interest for authors, reviewers and editors, with respect to the ERS policy on conflicts of interest.
- Managing the correspondence section, to ensure authors have the right to reply when appropriate.
- Interacting frequently with and working to specific deadlines agreed with the ERS publications office.
- Liaising with the ERS Press Officer regarding selection and feedback from press releases on journal articles.

**Personal requirements**

- Relevant medical and scientific qualifications and experience in respiratory medicine/science.
- Previous international editorial experience at a senior level.
- Excellent written and spoken English.
- Excellent communication skills.
- Leadership skills, including the ability to motivate others.
- Excellent organisational skills.
- Awareness of the importance of publishing deadlines.
- Interest in scientific, technical and medical (STM) publishing.
- Ability to devote requisite time to *ERJ* and ERS activities.