

Co-Editor in Chief, Journal of Public Health Role Description



FACULTY OF
PUBLIC HEALTH

Job title:	Co-Editor in Chief, Journal of Public Health
Accountable to:	Faculty of Public Health JPH Management Board
Hours:	Approximately 6-8 hours per week
Payment:	All reasonable expenses paid
Line-management:	Lead, with the other Co-Editor/s, all aspects of the performance-management of a team of Associate Editors, supported by a management team at Oxford University Press who publish the Journal of Public Health.
Job purpose:	To work in partnership with the other Co-Editor/s to lead an Editorial Team to produce the Journal of Public Health.
Impact:	Play a major role in shaping the future direction of public health thinking and policy across the UK and globally through the production and effective communication of new public health research
Key Responsibilities of <u>all</u> Co-Editors:	
1.	Lead all aspects of the review of content for the Journal of Public Health, working with Oxford University Press to organise the process of manuscript submission and peer review to ensure that content is accurate, credible, authoritative and relevant to the Journal's scope and mission and that selected manuscripts are new, original, and make important contributions to knowledge.
2.	Lead all aspects of the recruitment and performance management of a team of associate editors. The role of associate editors is to support manuscript selection and the peer review process.
3.	Appoint and lead all aspects of the team-management of a Scientific Editorial Board. The role of the Scientific Editorial Board is to support the critiquing and selecting of manuscripts for publication and to offer advice to the editors/associate editors on journal matters as appropriate.
4.	Work closely with Oxford University Press to ensure the efficient running of the JPH submission and peer review process and to monitor performance.
5.	Set and communicate JPH policies regarding authorship, conflict of interest, ethical conduct of research, and academic misconduct.

6.	Clearly define, communicate, and regularly assess journal content against its ethical standards. Where a breach in the JPH's ethical standards is discovered, investigate and take any relevant actions as per the relevant Committee on Publication Ethics guidelines (in collaboration with Oxford University Press).
7.	Work in partnership with the JPH Management Board in the setting and delivery of annual objectives, in particular around improving JPH awareness, increasing submissions and the number of readers, monitoring copyflow and peer-review times, and the overall quality of the journal. As part of the commitment to continually improving the journal, regularly seek out and respond to the views of readers.
8.	Be the 'public face' of the journal, regularly champion and promote its content through print and digital media, and at conferences and events, and encourage 'the best and brightest' to choose the journal in which to publish their research.
9.	Work in partnership with FPH and OUP to grow the journal's income, including through the regular production of supplements and by proactively exploring how other journals are generating additional income.
10.	Where appropriate, seek out ways to complement and support FPH's organisational aims, including raising awareness of FPH and its work, and encouraging more people to join the Faculty of Public Health.
11.	Adhere to relevant legal and statutory requirements including around data protection and confidentiality, consistently model FPH's values and the highest standards of scientific and editorial ethics.

What can the co-editor expect in return for volunteering?

1. This is a unique opportunity to shape the direction of public health research in the UK and across the globe and with it the direction of the public health reform agenda. This role offers the right person the chance to leave a substantial legacy for future generations of public health professionals.
2. The Co-Editor will have administrative support from an experienced OUP team who will work with you to oversee and coordinate the online submission and peer-review process for the JPH.
3. OUP hosts regular virtual Editor's Briefings for journal editors where they can hear talks on publishing topics from OUP staff and external experts.
4. These are also senior leadership roles within the Faculty of Public Health and the JPH editors help ensure evidence and research is at the heart of everything the Faculty does and that we are modelling best practice for the rest of the public health community.

NB – FPH welcomes applications from FPH Fellows for this senior role of co-editor in chief role.

Further information about the Journal of Public Health is available at <https://academic.oup.com/jpubhealth>.

Further information about the UK Faculty of Public Health is available at www.fph.org.uk.

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