# Microbiology Society job description for *Journal of Medical Microbiology* Deputy Editor-in-Chief

## About us

The Microbiology Society is a membership charity for scientists interested in microbes, their effects and their practical uses. It is one of the largest microbiology societies in Europe with a worldwide membership based in universities, industry, hospitals, research institutes and schools.

Our members have a unique depth and breadth of knowledge about the discipline. The Society’s role is to help unlock and harness the potential of that knowledge.

Read more about our mission and values at microbiologysociety.org.

## About *the Journal of Medical Microbiology*

*Journal of Medical Microbiology* is the go-to interdisciplinary journal for medical, dental and veterinary microbiology, at the bench and in the clinic. It provides comprehensive coverage of medical, dental and veterinary microbiology and infectious diseases, welcoming articles ranging from laboratory research to clinical trials, including bacteriology, virology, mycology and parasitology.

## About you

The Deputy Editor-in-Chief of the *Journal of Medical Microbiology* will play a key role in the journal, ensuring that we publish high-quality research, and are engaged with the microbiological community. You will also have responsibility for soliciting content for the journal, by suggesting reviews or original articles for submission. Your main tasks will be to work closely with the Editor-in-Chief and current Deputy Editor-in-Chief on editorial strategy for the journal. You will provide guidance on publishing ethics and governance, and help review Editor performance. You will be expected to contribute to the oversight of collections, and work with colleagues at the Society to help develop our community offering for the infection science community, and generate new content streams for the journal.

The expectation is that the new Deputy Editor-in-Chief will take on the role of Editor-in-Chief after their 3-year Deputy Editor-in-Chief term ends, after ratification by Council.

This position is a public-facing role, and the Deputy Editor-in-Chief acts as a representative of the Society. It is not a paid position, but as an Editor, you will receive two nights of accommodation and two days of registration at the Annual Conference, with an allowance for travel and meal expenses. The Deputy Editor-in-Chief is also provided with two fee-free Open Access articles in any of the Society’s journals in each calendar year; free online access to the Journal; access to a ring-fenced conference expenses fund for editors for promoting the Journal (to any conference); and other benefits made available to members of Society Committees, as agreed by the Council of the Society. New editors will be trained in the use of Editorial Manager. Editor benefits will continue to be reviewed considering travel restrictions and the future evolution of Society events.

**Term in office**

* At least three years, with a further three years as Editor-in-Chief, pending ratification by Council.

## Duties

* Working closely with the Editors-in-Chief, Senior Editors and Microbiology Society staff on the strategy of the Journal.
* Where necessary, advising Editors on the assessment of contributions submitted to the Journal in accordance with the guidelines laid down by the Society and the Journal’s policies.
* Where necessary, advising on ethics concerns.
* Attendance at annual Editorial board meetings and regular Editor-in-Chief catch ups.
* Soliciting suitable contributions to the Journal, both original articles and reviews, and involvement in leading at least one collection during the period of the contract.
* Where appropriate, providing original contributions to the Journal, and not less than one contribution during the term of your agreement.
* To be an advocate of the Journal at meetings and conferences.

## Person specification

* Demonstrated excellence in an area of medical microbiology, preferably with a wide breadth of expertise. Preferably with clinical and/or veterinary experience, with an interest in infection science.
* Have an excellent network of international contacts in a range of specialities in your discipline(s).
* Previous editorial experience, preferably with Microbiology Society journals.
* Maintain an active research profile. Preferably have some presence on social media, e.g. Twitter.
* Have an understanding, or ideally have been a member, of the Microbiology Society, and the central role that publishing in society journals has in continuing their activities.

## Equal opportunities

The Microbiology Society is an equal opportunities employer and welcomes applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age. We value, promote and seek diversity.

## Application

Please apply to fh.watson@microbiologysociety.org with your CV and a cover letter which includes your vision for the future direction of the Journal.