

## Microbiology Society job description for: *Microbiology* Senior Editor

### 1.1 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](https://microbiologysociety.org).

### 1.2 About *Microbiology*

As the founding and flagship journal from the Microbiology Society, *Microbiology* brings together communities of scientists from all microbiological disciplines and from around the world. Originally *Journal of General Microbiology*, we have been publishing the latest advances in microbiology since 1947 and celebrated our 75th Anniversary in 2022. Today the journal reflects the diversity and importance of microbiology in addressing current global challenges, such as food security, environmental sustainability, and health, by publishing fundamental and applied research across the full breath of the field of microbiology. We have moved to full Open Access in January 2023 in a landmark step for the Microbiology Society.

### 1.3 About you

Senior Editors of *Microbiology* play a key strategic role in the journal, ensuring that we publish high-quality research, and are engaged with the microbiological community and also in the strategy and direction of the journal. You will also have responsibility for soliciting content for the journal, by suggesting reviews to the Reviews Editor or original articles for submission. Your main tasks will be providing assistance to Editors in your Section and assessing decisions made by new Editors, with the occasional need to handle papers directly if required. You will also be expected to meet with your Editor team throughout the year to discuss priorities for the journal, increase engagement, and provide support with handling.

This position is a public-facing role and the Senior Editor acts as a representative of the Society. You do not need to be a member but you should be an advocate for society publishing. This is not a paid position, but as an editor you will receive two nights of accommodation and two days of registration at Annual Conference, with an allowance for travel and meal expenses. Senior Editors are also provided with two fee-free Open Access articles in any of the Society's journals in each calendar year; access to a ring-fenced conference travel fund for editors for promoting the journal; free online access to the Journal; and other benefits made available to members of Society Committees, as agreed by the Council of the Society. Senior Editors will be provided with training by the Publishing Operations Editor. Editor benefits will continue to be reviewed considering continued travel restrictions and Society events.

### Term in office

- At least three years.

## 1.4 Duties

- Leading one section of the journal; advising Editors on assessment of contributions submitted to the Journal in accordance with the guidelines laid down by the Society and the Journal's policies.
- Providing rapid decisions for manuscripts on/being considered for the [Microbiology Rapid Review Track](#).
- Attendance at one or two Editorial Board meetings a year and contributing towards the future direction of the journal, as well as more regular Senior Editor meetings.
- 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 this Agreement.
- To be an advocate of the journal at meetings and conferences.

## 1.5 Person specification

- Demonstrated excellence in an area of microbiology across our topic areas but in particular we are looking for experts to lead panels in eukaryotic microbiology, including parasitology and mycology, microbial interactions and communities, and microbial cell surfaces.
- Have an excellent network of international contacts in a range of specialties in your discipline(s).
- Essential to have some previous editorial experience in a relevant microbiology journal. Previous editorial experience on a Microbiology Society journal is highly desirable.
- Maintain an active research profile. Preferably have some presence on social media, e.g. Twitter.
- Have an understanding of the role of the Microbiology Society in promoting microbiology in the UK and the central role that publishing in society journals has in continuing these efforts.

## 1.6 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.

## 1.7 Application

Please apply to Naomi Froude [n.froude@microbiologysociety.org](mailto:n.froude@microbiologysociety.org) with your CV and a cover letter by 7 August 2023. As the Senior Editor role has a focus on the development of the journal, in your cover letter please include a statement of your vision as to how you can help take the journal forward, including your strategy for increasing high-quality submissions to the journal.