# Microbiology Society role description for: *Microbial Genomics* DeputyEditor-in-Chief

## About us

The Microbiology Society is a membership charity for scientists interested in microbes, their effects and their practical uses. It has a worldwide membership based in universities, industry, hospitals, research institutes, schools, and other organisations. 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 *Microbial Genomics*

*Microbial Genomics*pioneers all areas of genome research spanning the breadth of microbial life including viruses, bacteria, archaea and microbial eukaryotes. The journal welcome articles showing novel insights, new applications, or innovative approaches using genomic data. Content ranges from comparative and functional genomics of model organisms to population-scale evolution, epidemiology and microbiome studies, and real-world genomics applications with clinical, veterinary or environmental relevance.

## About you

The Deputy Editor-in-Chief of *Microbial Genomics* plays a key role, supporting the Editor-in-Chief in executing the strategic vision of the journal with the support of the Editorial Board. The Deputy Editor-in-Chief will also have responsibility for soliciting content for the journal, ensuring that the journal publishes high-quality research, and is engaged with the microbiology community. The Deputy Editor-in-Chief will work closely with the Publishing Editor and other Society staff on editorial delivery and development for the journal.

The expectation is that the Deputy Editor-in-Chief will take on the role for three years, after ratification.

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 the Deputy Editor-in-Chief will receive:

* Reimbursement of the travel expenses incurred in respect of travel for Editorial Board and other relevant Society Governance meetings, as provided by the Society’s Expenses Policy.
* One gratis Open Access articles in any of the Society’s journals in each calendar year;
* Priority over a ring-fenced portion of the editorial travel fund per calendar year for the purposes of promoting the journal;
* Free online access to the Journal for the duration of the term;
* Other benefits made available to members of Society Committees, as agreed by the Advisory Council of the Society.

**Term in office**

For three years commencing from January 2026, with a further three years as Editor-in-Chief, pending ratification.

## Duties

The Deputy Editor-in-Chief supports the Editor-in-Chief and is responsible for editorial control of the journal, including the following tasks:

* Working closely with the Editors-in-Chief, Senior Editors and Microbiology Society staff on the strategy of the journal.
* Advising and supporting Editors and Senior Editor with their assignments, including acting as a point of escalation.
* Commissioning suitable contributions to the journal and soliciting authors to write articles in line with the journal’s aims and scope and the journal development plan.
* Where appropriate, submitting contributions to the journal, and not less than three contributions during the term.
* To be an advocate for the journal and seeking the support of Society staff when opportunities for journal engagement and promotion arise.
* Proactively suggesting ways to engage the community with the journal and providing advice and assistance in marketing of the Journal.

## Person specification

* Demonstrated excellence in an area of microbial genomics and an active microbial genomics research profile.
* Have an excellent network of international contacts in a range of specialties in your discipline(s).
* Previous editorial experience, preferably with Microbiology Society journals.
* Maintain an active research profile. Preferably have some presence on social media.
* Be a member of the Microbiology Society, and the central role that publishing in Society journals has in continuing their activities.
* Supports and advocates for open science, and the policies and technologies that will facilitate it, including, but not limited to, open access publishing and open data.
* Have an extensive network of international contacts with a wide range of specialties in the discipline.

## 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 [t.khanom@microbiologysociety.org](mailto:t.khanom@microbiologysociety.org) with your CV and a cover letter which includes your vision for the future direction of the journal.

The closing date for expressions of interest is 1st November 2025.