

## 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](http://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. 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.

### 1.3 About you

Senior Editors of *Microbiology* play a key 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. As a Senior Editor you will be responsible for the creation and oversight of an article collection in 2021, utilising your full Editor Panel for the scope, management and publication of the collection. You will also be asked to contribute to the strategic planning of events for the journal's 75<sup>th</sup> Anniversary in 2022.

This position is a public-facing role and the Senior Editor acts as a representative of the Society. The position is open to any Full, Full Concessionary or Honorary members of the Society. It is not a paid position, but as an editor you will receive 2 nights of accommodation and 2 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.
- Attendance at two to three Editorial board meetings a year and contributing towards the future direction of the journal.
- 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.
- Attendance at meetings with the Editorial Board and the Society as appropriate.

## 1.5 Person specification

- Demonstrated excellence in an area of microbiology. We are especially looking for experts in microbial physiology & genetics, microbial evolution, microbe/host interactions, microbial biotechnology, microbial glycobiology, metabolism and systems biology, and microbial communities & symbiosis.
- 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 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 [micro@microbiologysociety.org](mailto:micro@microbiologysociety.org) with your CV and a cover letter. As the Senior Editor role has a focus on the developing and journal, please include a statement of your vision as to how you can help take the journal forward.