Microbiology Society job description for: Microbial Genomics 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.

1.2 About Microbial Genomics
Microbial Genomics is the open access journal of choice for pioneering research in genomics in microbial life. We welcome articles showing novel insights, exciting new applications, or innovative approaches to analysis using genomic data, as well as articles developing our understanding of microbial genomics, from large, long-term studies on microbial evolution and epidemiology to studies with immediate clinical or environmental relevance.

1.3 About you
Editors of Microbial Genomics play a key role in the journal, ensuring that we publish high-quality research, and are engaged with the microbiological community. Editors are responsible for editorial control of a section of the Journal and for arranging peer review of manuscripts submitted.

This position is a public-facing role and the Editor acts as a representative of the Society. The position is open to any Full, Full Concessionary and Honorary Member of the Society. It is not a paid position, but Editors are provided one fee-free Open Access article in any of the Society’s journals in each calendar year; access to a ring-fenced travel fund; free online access to the Journal; other benefits made available to members of Society Committees, as agreed by the Council of the Society.

Term in office
- At least three years.

1.4 Duties
- Recommendation of members of the Editorial Board of the Journal.
- Soliciting suitable contributions to the Journal.
- Arranging for peer review of contributions submitted to the Journal in accordance with the guidelines laid down by the Society and the Journal’s policies.
- Communication with contributors concerning the acceptance, rejection or revision of contributions to the Journal.
- Ensuring appropriate coverage and quality of contributions for publication in the Journal.
- Where appropriate, providing original contributions to the Journal, and not less than one contribution during the term of this Agreement.
• Providing advice and assistance in marketing of the Journal.
• Attendance at meetings with the Editorial Board and the Society as appropriate.

1.5 Person specification
• Demonstrated excellence in an area of microbial genomics e.g. epidemiology & evolution; pathogens of humans, animals and plants; human, animal or environmental microbiomes; functional genomics; methods development.
• Maintain an active microbial genomics research profile.
• Have an excellent network of international contacts a range of specialties in the discipline.

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.