

Nonprofit Management & Leadership



Nonprofit Management and Leadership **Call for Editor-in-Chief Applications**

Nonprofit Management & Leadership (NML) invites applications for the position of Editor-in-Chief. The official term of appointment is three years beginning on January 1, 2021, although applicants should expect that training and transition into the role will commence in the six months prior to January 1, 2021.

Responsibilities of the Editor-in-Chief:

- Operational leadership and direction for the journal
- Recruitment, selection, and management of Editorial Board Members, and periodic refreshing/diversification of members
- Maintain, develop, and refine journal Vision, Scope, and Strategic direction for subject relevance and currency
- Collaboration with Wiley staff on strategy, process, and new initiatives
- Commissioning of articles and special issues with a focus on growth and quality of content
- Ensure an efficient and fair peer review process, and maintain an adequate reviewer pool
- Ensure the integrity of research published in the journal, promptly flagging potential ethical issues to the Journal Publishing Manager
- Network, travel, and advocate on behalf of the journal within the research community
- Steer and develop the journal's profile and reputation, expanding reach and representation
- Reviewing all submitted manuscripts for relevance to journal's mission and standards; communicating "desk reject" decisions to authors for relevant manuscripts
- Overseeing the Managing Editors' workflow and responsibilities
- Effectively communicating with all prospective authors, reviewers, editorial board members, members of the editorial team, publisher's staff, as well as any other important journal stakeholders
- Hosting editorial board meetings; preparing and disseminating editorial board reports
- Coaching, mentoring, and other development as appropriate of editorial team members
- Attending the ARNOVA Conference every November of editorial tenure.

Key attributes of an Editor-in-Chief

- Adaptability and flexibility; open to change
- Collaborative; willingness to work as a strategic partner with publisher
- Communicator
- Confidentiality
- Confidence in role as ambassador; comfortable with visibility
- Customer Focus (readers, authors, reviewers)
- Ethical
- Ensures Accountability
- Enthusiasm
- Experience; some prior editorial experience
- Foresight/forward-thinking
- Integrity
- Innovative
- Leadership

- Manager of people (editorial board)
- Motivated and a good motivator for others
- Pride; dedication to the journal/field
- Prioritization; well-organized
- Responsive
- Results oriented
- Strategic thinker
- Well-networked in field/community, well-known

Selection criteria for the role of Editor-in-Chief include:

- Current academic employment in a tenured; tenure-line or equivalent faculty position at a research university
- Familiarity with [NML's aims and scope](#) and involvement with the journal as a previously published author, reviewer, associate editor or editorial board member
- Interest and experience in appropriate content and methodological fields relevant to *NML*;
- A record of scholarly publications within *NML*'s scope and related fields
- Familiarity with quantitative, qualitative, and mixed methodology research
- Experience in peer review of journal papers, special issue editorship, assistant or associate editor experience; editorial board membership of one or more journals in related fields
- Leadership, communication, organizational, and project management skills in support of journal operations

Applications should include the following:

- A letter of application that addresses how the applicant(s) meets the selection criteria and their vision for the journal, up to two pages in length
- A curriculum vita

The submission deadline is April 30, 2020. Please submit all application materials on or before the deadline to: Meredith Johnson, Journal Publishing Manager (mjohnson@wiley.com) and Mark Hager, Editor-in-Chief (Mark.Hager@asu.edu)