

# THE AUSTRALASIAN JOURNAL ON AGEING

## EDITOR-IN-CHIEF

The Australasian Journal on Ageing (AJA) is an international multi-disciplinary peer reviewed journal and one of the region's premier journals on ageing. The journal provides current evidence on priority issues in ageing related to Australia and New Zealand, and globally. The AJA publishes original work in any area of gerontology and geriatric medicine, drawing out relevance for policy and practice to inform readers from a wide range of disciplines and professions.

### APPOINTMENT OF EDITOR IN CHIEF

#### POSITION DESCRIPTION

Applications are invited for appointment as Editor-in-Chief of the AJA. This position plays a significant role in academic leadership on ageing issues in Australia and internationally.

The AJA is currently published quarterly under a contractual arrangement between the Australasian Journal on Ageing Inc (the Association) and Wiley (the Publisher).

The Journal provides an outlet for the publication of high quality, peer reviewed, original research articles, systematic reviews, reports on innovation and translation in aged care policy and practice, brief reports and book reviews.

The Journal is listed in the MEDLINE and the Thomson Scientific ISI Database, with a current impact factor of 1.206. It has a Scopus Q1 rating.

The Editor-in-Chief is responsible to the Management Committee of the Association for the strategic directions and editorial content of the Journal.

The Editor-in-Chief leads an Editorial Committee comprising two Deputy Editors in Chief, a number of Associate Editors with specific areas of expertise, an Associate Editor-Book Reviews, and two Associate Editors-Reflection; and is supported by an Editorial Board.

The Editor-in-Chief is administratively assisted by an Editorial Assistant, who is an employee of the Publisher.

#### 1. PRIMARY OBJECTIVES OF THE POSITION

- 1.1.** Lead the production of a high quality, high impact journal that informs and impacts the Australian and international ageing agenda, influencing research, policy and practice.
- 1.2.** Within the strategic Directions set by the Management Committee establish and direct the overall strategic development of the Journal in close consultation with the Management Committee, the Editorial Team and the Publisher;
- 1.3.** Establish and direct the broad editorial policy of the Journal, in consultation with the Editorial Team, the Management Committee and the Publisher.

## **2. SPECIFIC RESPONSIBILITIES OF THE POSITION**

- 2.1.** Actively seek out high quality contributions to the Journal and to lead the editorial team in this endeavour.
- 2.2.** Ensure that manuscripts are reviewed and published in a timely fashion and according to best practice for maintaining good relationships with authors and reviewers
- 2.3.** Undertake appropriate promotion and advocacy of the Journal nationally and internationally, including workshops, seminars and conference presentations;
- 2.4.** Seek contributions to the Journal, ensuring contributions meet reasonable standards of English presentation and high international scholarly and ethical standards;
- 2.5.** Ensure manuscripts are allocated to appropriate Deputy Editor-in Chief and Associate Editor and workload is fairly distributed;
- 2.6.** Review page proofs of papers that have been prepared by the Publisher and notify the Publisher of any necessary amendments;
- 2.7.** Keep to a time schedule set in agreement with the Publisher;
- 2.8.** Make every effort to ensure that there is no defamatory material in the Journal;
- 2.9.** Report to the Management Committee as reasonably required on the status of the production of the Journal and on plans for forthcoming issues; including attending the Management Committee meetings and such other meetings as required either in person or by telephone or video link whenever possible;
- 2.10.** Carry out the responsibilities of Editor-in-Chief with due diligence and proper decorum to the reasonable satisfaction of the Management Committee.

## **3. KEY RELATIONSHIPS**

The Editor-in-Chief will maintain the following key relationships:

- 1.** The Deputy Editors-in-Chief;
- 2.** The Associate Editors;
- 3.** The Publisher (including the Editorial Assistant);
- 4.** Contributors to the Journal;
- 5.** The reviewers of the Journal;
- 6.** The Management Committee;
- 7.** The Editorial Board;
- 8.** Key participants in the ageing health debate, including researchers;
- 9.** Relevant organisations including Government, non-government, academic and consumer groups.

#### **4. BACKGROUND AND EXPERIENCE**

##### **Essential**

- Positive vision for the Journal
- Extensive journal reviewing experience
- Research standing in ageing
- Capacity to lead a team
- Time available to perform the role (support of employing organisation)

##### **Desirable**

- Previous editorial experience
- A background in geriatrics or gerontology

#### **5. TERM OF APPOINTMENT AND HONORARIUM**

**5.1** The term of appointment will be for three years, with provision for an extension up to six years.

**5.2** The position attracts an annual honorarium of \$20,000.

#### **6. RECRUITMENT AND SELECTION PROCESS**

**6.1** For inquiries about the position please contact initially Simon Goudie at Wiley at [Simon.Goudie@wiley.com](mailto:Simon.Goudie@wiley.com)

**6.2** To apply, send a statement addressing the selection criteria with a covering letter and relevant curriculum vitae to: The Chair, AJA Management Committee, COTA Australia, Suite 9, 16 National Circuit, Barton ACT 2600; Telephone 02 6154 9740; Email [iyates@cota.org.au](mailto:iyates@cota.org.au)

2 October 2019