



PUBLISHING

EDITOR-IN-CHIEF
Australian Journal of Zoology

POSITION DESCRIPTION

The Editor-in-Chief for the Journal has responsibility for the international reputation and profile of the Journal with respect to its competitors in the scholarly publishing marketplace. Overall measures of success in this role include leading an engaged and diverse Editorial Board, ensuring integrity of peer review, quality submissions, reach and usage of journal content, and championing the journal to research communities.

Australian Journal of Zoology is owned by the Commonwealth Scientific and Industrial Research Organisation (CSIRO). The Journal's policy and scope are determined by the Publisher in consultation with the Editor-in-Chief. The Editor-in-Chief is a member of the Board of Standards and takes a leading role in determining the publishing strategy for the Journal. The Editor-in-Chief leads an Editorial Board to attract and select high-quality content for the Journal. The Editor-in-Chief has ultimate responsibility for the content of the Journal. The Editor-in-Chief has editorial support from CSIRO Publishing, including access to a web-based editorial management system, an Editorial Assistant, and an honorarium and travel allowance.

General duties are to:

1. Define and revisit annually the Journal's direction and scope, in conjunction with the Publisher and the Board of Standards, to ensure it is appropriately aligned to the market
2. Represent, promote and champion *Australian Journal of Zoology* to the global research community, e.g., at national and international conferences, on visits to key institutions/laboratories and to colleagues
3. Determine and implement strategies to further enhance the quality of submissions to the Journal, e.g., by sourcing Review articles and series of papers of special interest; rejecting unsuitable manuscripts before peer review; encouraging appropriate revision of manuscripts; and accepting only papers that are high impact and/or contribute new and important information to the field
4. Advise on appointments to the Editorial Board and assess its composition at least annually in consultation with CSIRO Publishing
5. Provide strong leadership to the Editorial Board (in consultation with CSIRO Publishing) and foster an effective and supportive team environment
6. Ensure timely, rigorous, constructive and ethical peer review of articles by guiding the Editorial Board in using a broad range of appropriately chosen national and international reviewers
7. Oversee manuscript handling and decision-making by the Editors to ensure consistent standards are maintained, and authors are managed in a courteous and efficient manner
8. Act as a final arbiter on any disputes between authors and Editors, in consultation with the Board of Standards if necessary
9. Ensure delivery of sufficient accepted manuscripts to fill issues and maintain publication schedules
10. Provide advice to the Publisher on trends in zoology research, scholarly publishing needs, and promotional opportunities to aid in development of the Journal's publishing and marketing plans
11. Establish and maintain links with relevant scientific societies and other organisations to benefit the Journal
12. Monitor publication standards and provide feedback to the Publisher