

## THE NUTRITION SOCIETY ROLE SPECIFICATION

**Job Title:** Editor-in-Chief of *the British Journal of Nutrition* (BJN)

**Reports To:** Honorary Publications Officer

### INTRODUCTION

The *British Journal of Nutrition* (BJN) is an international peer-reviewed journal that publishes original papers and review articles across the full spectrum of nutritional science. The focus of all manuscripts submitted to the journal should be to increase knowledge in nutritional science relevant to human or animal nutrition. The BJN welcomes manuscripts that report studies in nutritional epidemiology, nutritional requirements, metabolic studies, body composition, energetics, appetite and obesity. Manuscripts that address interactions of nutrition with endocrinology, genetics, immunology, microbiology, molecular and cell biology, neuroscience and physiology and that report outcomes relevant to health, behaviour and well-being are also within scope for the BJN.

The day-to-day role of the Editor-in-Chief (EiC) involves overseeing the progress of submitted manuscripts, beginning with an initial assessment, through to final acceptance (or rejection); this task is shared with members of the Editorial Board. In addition, the EiC is responsible for developing, and implementing, strategy for the BJN in discussion with the Publications Officer and Cambridge University Press.

Most of the work is carried out online, and communication with the editorial team is generally by email. The time commitment is partly determined by the number of manuscripts submitted – which has been increasing rapidly – but, overall, requires an average of around 1.5-2 days per week. The EiC will also serve on the Publications Committee of the Nutrition Society, which meets twice a year.

The Trustees of the Nutrition Society are seeking a new EiC who can further advance the Journal's reputation, while maintaining its relevance to academia and nutritional science. Applications are invited from individuals with a distinguished record in research and publication; and the skills and experience to work actively with dedicated publications staff in the management of the Journal and the relationship with the publisher. The EiC will have an extensive knowledge of, and an established reputation in, the field of nutrition together with previous editorial experience.

**Applicants need not be based in the UK.**

Please see the links below to the Journal's page on the Nutrition Society's website, and online with Cambridge University Press.

<https://www.nutrition society.org/journals>

<https://www.cambridge.org/core/journals/british-journal-of-nutrition>

## PURPOSE OF ROLE

- 1) The strategic development and growth of the journal;
- 2) Leading all aspects of publication associated with maintaining the *BJN* as a premier international journal;
- 3) Ensuring the *BJN* maintains and develops its reputation to publish high level scientific content.

## KEY ACCOUNTABILITIES

- 1) Editorial responsibility for the Journal, for its scientific content and quality and for strategic development of the Journal;
- 2) Maintenance of high quality, rigorous and fair editorial processes with respect to the scientific content, and application of ethical and objective scientific standards.

## ROLE CONTENT

- 1) Work with the Cambridge University Press publications staff, the other journal editors, Nutrition Society staff, and Nutrition Society members to maintain and extend the reputation of the journal;
- 2) Maintain and recruit, in conjunction with Cambridge University Press staff and Nutrition Society staff, a high-quality Editorial Board;
- 3) Make decisions and provide feedback to authors in conjunction with Editorial Board;
- 4) Have ultimate responsibility, working closely with Cambridge University Press staff, to maintain efficient operating standards and reasonable review times;
- 5) Working with the Publications Officer and Cambridge University Press, develop and implement strategy for the Journal;
- 6) In collaboration with Cambridge University and the Nutrition Society, promote the journal at national and international events and through other initiatives as appropriate;
- 7) Conduct and Chair the annual meetings of the Editorial Board;
- 8) Maintain regular communications with individual members of the Editorial Board, the Nutrition Society staff and the Cambridge University Press publications staff;
- 9) Prepare necessary reports to the Publication Committee;
- 10) Attend the biannual 2-day Publications Committee and Publisher's Business/Strategy meetings; and other meetings of the Publications Committee as and when required.

## SKILLS, KNOWLEDGE & EXPERIENCE

ESSENTIAL	DESIRABLE
<ol style="list-style-type: none"><li>1) Strong record of publications in the nutrition field in peer reviewed academic journals;</li></ol>	<ol style="list-style-type: none"><li>1) Tenured faculty member, or Emeritus Professor, of an accredited University or Research Institute;</li><li>2) International reputation in research in nutritional science;</li></ol>

<ul style="list-style-type: none"> <li>2) Broad knowledge and understanding of nutrition science and of nutrition research methodology;</li> <li>3) Willing to engage with and support the publications staff;</li> <li>4) Able to function under pressure and to strict deadlines;</li> <li>5) Previous editorial experience, especially in a decision-making capacity;</li> <li>6) Member of the Nutrition Society.</li> </ul>	<ul style="list-style-type: none"> <li>3) Experience in managing complex projects and working in multi-disciplinary teams;</li> <li>4) Experience in developing, and implementing, strategy.</li> </ul>
TERM	RESOURCES
<p>The Editor-in-Chief will serve a three-year term which is renewable for a second three-year term by mutual agreement with the Nutrition Society Trustees.</p>	<ul style="list-style-type: none"> <li>1) The Editor-in-Chief will receive an annual Honorarium.</li> <li>2) Support will be provided for the development of the journal.</li> <li>3) Marketing and promotional support will be provided by Cambridge University Press and the Nutrition Society</li> </ul>

## APPLICATION PROCEDURE

Candidates interested in this position should prepare:

- 1) A cover letter (maximum of one side of A4) outlining their interest in the position and priorities for the *BJN*;
- 2) A CV (maximum of four sides A4) that should include the following: a summary of the qualifications of the applicant, prior editorial and/or publishing experience, and research in any areas of nutritional science.