

## **Notification for the Post of Editor in Chief/Deputy editor /Associate editor/ Assistant Editor**

IADVL Kerala EC invites applications from IADVL Kerala members for the posts of Editor in Chief/Deputy editor /Associate editor/ Assistant Editor for our official journal, Journal of Skin and Sexually Transmitted Diseases (JSSTD).

The posts are as follows

**Editor in Chief – 1 Post**

**Deputy Editor – 1 Post**

**Associate Editor – 8 Posts**

**Assistant Editor – 12 Posts**

**Last Date – 30<sup>th</sup> August 2021 midnight**

The attributes for Editor in Chief, Deputy editor, Associate editors and Assistant editors are: -

### **Editor in Chief/ deputy editor**

A broad-based background in dermatology with enough academic, research and publication experience.

Should have served in the editorial board of a state/ national/ international journal related to the specialty

Good leadership and organizational capabilities.

A commitment to work hard and maintain the high standards of the Journal

Demonstrated writing skills in English.

Proficiency in basic computer software

A reputation for fairness and impartiality

Reasonable number of quality publications as a lead author in state, national and international dermatology journals.

A life member of IADVL Kerala with **at least 10 years** good standing

Previous experience as Editor in Chief, Associate Editor/ Section editor/ Assistant Editor/

Content editor/ Language editor in a state/ national/ international journal is desirable.

### ***Editor in Chief will have the following responsibilities***

Forming an editorial team with a broad spectrum of representation

Directing and implementing journal policy within the ambit of the goals and financial resources of Kerala IADVL.

Maintaining the independence and the high dignity of the journal.

Elevating the position of the journal globally

Publishing articles that are scientifically accurate and informative with insistence on ethical clearance for original articles and/ or conflicts of interests from the contributors if any

Corresponding with authors and organising adjudication wherever needed.

To publish the journal in time and to supervise and work closely with team members to meet publication deadlines and improve overall efficiency

To maintain and update JSSTD website

### **Associate Editors:**

Associate editors mainly take care of the peer review process. They should be able to critically evaluate a manuscript, assess its worthiness and decide whether it deserves a peer review. They should have enough contacts among peer group to ensure an efficient peer review process.

A broad-based background in dermatology with enough academic, research and publication experience.

Should have served in the editorial board of a state/ national/ international journal related to the specialty

A commitment to work hard and maintain the high standards of the Journal

Demonstrated writing skills in English.

Proficiency in basic computer software

A reputation for fairness and impartiality

Reasonable number of quality publications as a lead author in state, national and international dermatology journals.

A life member of IADVL Kerala with **at least 7 years** good standing

### **Assistant editors**

Each newly submitted manuscript will be assigned to one assistant editor by Editor in Chief or Deputy editor. They have to do a quick review of the manuscript- whether it is according to journal format, whether the figures are of acceptable and printable quality and whether there are any gross scientific errors. They should return their comments to editor in Chief/ Deputy editor within three days. Delays at the Assistant editor level should be avoided. The Editor in Chief/ Deputy editor, based on the inputs from Assistant editor and based on their own judgement may either reject the manuscript or assign it to an Associate editor for peer review.

#### ***All IADVL Kerala members with a postgraduate degree***

A broad-based background in dermatology

A commitment to work hard and maintain the high standards of the Journal

Demonstrated writing skills in English.

Proficiency in basic computer software

Willingness to be well versed with journal author guidelines

**The applications should be mailed to [secretary@iadvlkerala.org](mailto:secretary@iadvlkerala.org) latest by 30<sup>th</sup> August 2021 midnight .**