

## POSITION DESCRIPTION

# Editor-in-Chief, ANZJOG

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## Our Organisation

The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) is the leading standards body responsible for the training and education of specialists and GP obstetricians in obstetrics and gynaecology in Australia and New Zealand.

RANZCOG is committed to the establishment and maintenance of the highest possible standards of practice in women's health and provides programs in training, accreditation and continuing professional development (CPD) that are responsive to the evolving health care needs of women.

RANZCOG supports research into women's health and act as an advocate for women's healthcare by forging productive relationships with individuals, the community and professional organisations, both locally and internationally.

## Our Values

- **Advocacy** – We are a leading voice for equity, social justice, policy and fairness.
- **Education** – We embrace the opportunity to learn, share knowledge and experience through innovation, discovery, and research.
- **Excellence** – We are committed to performance at the highest standard, in our work, training, research and support.
- **Integrity** – We act honestly, ethically and with accountability with everyone, and in everything we do.
- **Kindness** – We act with compassion and care towards ourselves, and one another
- **Respect** – We expect, and promote, inclusivity, valuing individual rights, beliefs and choices.

## Purpose of role

The Editor-in-Chief is appointed by the RANZCOG Board for an initial 3-year term with the option to renew for a further term. The Editor-in-Chief will report to the RANZCOG Board through the Chief Executive Officer and will function as the chair of the ANZJOG Editorial Board. The purpose of this role is to set the strategic direction for ANZJOG, lead journal development, content strategy and manuscript review, and lead the work of the ANZJOG Editorial Board. The role will have ongoing liaison with internal and external stakeholders including the publisher, associate editors, RANZCOG Board and staff, and members.

## Key responsibilities

- Work with the ANZJOG Editorial Board, Associate Editors and Publisher to identify and implement strategies to:
  - Ensure continued development and increased readership of ANZJOG.
  - Work towards increasing the impact factor and number of citations.
  - Increase the quality and number of manuscripts being submitted.
  - Establish clear policies for authorship and submission.
- Provide oversight of the Editorial Board and ensure that content of the journal is accurate, credible, authoritative, and relevant to the journal's scope and mission.
- Identify and appoint Associate Editors and members of the ANZJOG Editorial Board in consultation with the RANZCOG Board and CEO.
- Ensure journal content remains in line with the College mission, values and strategy while maintaining editorial independence.
- Ensure the journal adheres to good publishing practices and remains compliant with required publishing policies and guidelines, as well as RANZCOG regulations and policies.
- Manage the quality and timeliness of the peer review process and adherence to review guidelines, ensuring fairness and transparency.
- Lead the manuscript review process through work allocation to Associate Editors as well as undertaking review of manuscripts.
- Work closely with the publisher on the production and delivery of each issue.
- Work closely with relevant RANZCOG staff on matters related to the ANZJOG Journal and ANZJOG Editorial board.
- Adhere to reporting obligations as determined by the RANZCOG Board and CEO.

## Key Selection Criteria

The ideal candidate will have:

- Proven experience in the management of medical journals or similar publications
- Extensive experience as an author, Editor / Associate Editor, or reviewer of a medical journal
- Proven ability to lead a team and manage a variety of stakeholders.
- Proven experience with publishing processes and Online Access.
- An understanding of contemporary publishing standards and technology.

The Candidate must be a Fellow of RANZCOG, with an established academic profile, and an ability to identify emerging trends in the field of obstetrics and gynaecology, and Women's Health in general.