The American Association for Laboratory Animal Science seeks an Editor-in-Chief for its journals *Comparative Medicine* and *JAALAS*. This position pays a competitive stipend. Interested applicants should submit a cover letter and CV, applications will be accepted through **December 15, 2023**.

**Position Responsibilities**

Responsible for directing the production of all published content in *Comparative Medicine* and *JAALAS* to ensure dissemination of groundbreaking research within the laboratory animal science industry. The editor-in-chief will have oversight of the content, quality, and timeliness of each journal issue, direct the peer review process, ensure accepted manuscripts conform to defined standards, and meet all publishing responsibilities assigned.

- Supports the publication of original, innovative research to strengthen the reputation and assist in promoting the visibility of *Comparative Medicine* and *JAALAS* throughout the laboratory animal science community.
- Ensures the scholarship published in the journals reflects the diversity relevant to laboratory animal science globally.
- Provides continued review of journal performance metrics and establishment of impact factor enhancement plan.
- Fully support and utilize technology solutions to ensure compliance with data protection regulations.
- Foster an improved workflow to reduce submission decision and proof of receipt times.
- Monitor the quality of reviews submitted and take appropriate action as needed to maintain the fairness and rigor of reviews.
- Serves as an ambassador for the journals and oversees the selection, mentorship, and evaluation of an engaged and effective Editorial Review Board.
- Provides training and continuing review of Editorial Review Board members.
- Works collaboratively with the Editorial Review Board and AALAS staff to enhance the journals and keep membership informed on critical developments.
- Assures appropriate content for all issues of *Comparative Medicine* and *JAALAS*, while fostering an effective process by which manuscripts are reviewed and published in a timely manner.
- Resolves potential conflicts of interest in both reviewers and authors.
- Manages editors to ensure they follow editorial and publishing guidelines.
- Prepares and presents the editor-in-chief annual report to the AALAS Editorial Review Board.
- Works collaboratively with the Education and Scientific Affairs Director to further institutional initiatives and goals.
- Serves as Podcast Editor/Interviewer to increase the visibility of the journals.

**Qualifications and Recommended Expertise**

- Highly experienced laboratory animal professional.
- Documented history of publication and experience in reviewing scientific manuscripts.
- Strong writing skills and attention to detail.
- Effective time management, conflict resolution, and people management skills.
- Commitment to publication excellence and timely and fair editorial decisions.
- Membership in AALAS for a minimum of 10 years is required.
- Demonstrated commitment to the AALAS mission.

**Cover Letter and CV Submission**

Please submit a cover letter and CV by **December 15, 2023** to:

Kathy Douglass ([Kathy.Douglass@aalas.org](mailto:Kathy.Douglass@aalas.org))

Administrative Assistant to Thomas L. Joseph, MPS, CAE - AALAS Executive Director