December 12, 2023

**Job Position:** Lead Editor, *Journal of Great Lakes Research*
International Association for Great Lakes Research

**Deadline:** January 31, 2024

The International Association for Great Lakes Research (IAGLR) is seeking to contract with a new lead editor for the *Journal of Great Lakes Research* (JGLR), with an initial three-year term to start as soon as January 2025. For full consideration apply by January 31, 2024.

**Overview**

The lead editor is the principal architect of the content of the JGLR. The JGLR is the leading publication of scholarship on large lakes of the world and has a broad disciplinary scope including physics, chemistry/chemical contamination, biology, and human use of the lakes. While the lead editor has broad authority with respect to journal content, they are expected to promote IAGLR’s goals, which include sustaining the broad nature of the journal and promoting diversity in contributions, particularly through soliciting contributions of work done and authored from outside of the United States and Canada. The lead editor is a well-known scholar and well-regarded within the aquatic sciences. The lead editor has broad knowledge and experience with the practice of scholarship in aquatic systems. The lead editor must be active in soliciting content from the best scholars working on large lakes of the world. The lead editor is responsible for sustaining a pool of diverse associate editors, and for working with them and reviewers. The lead editor is the arbiter of the content of the journal. The lead editor will work closely with the IAGLR Publications Committee, the IAGLR executive director (ED), and staff, and when needed the IAGLR Board of Directors and committees, to make sure that IAGLR policies are followed, that the mission of IAGLR and its journal are promoted, and that strategic issues related to the JGLR are brought to IAGLR’s attention.

**Primary Duties**

The lead editor for the JGLR oversees the content of the journal and seeks to publish the highest quality work possible from potential authors in diverse subject matters reflecting the interests of the membership related to research/scholarship relevant to large lakes of the world. Tasks involved in this include:

- Manage a team of associate editors (AEs), including recruiting new AEs, evaluating performance of current AEs, and taking appropriate action when there are issues. Strive for a diverse and effective group of AEs.
- Work collaboratively with a technical editor and provide input to the IAGLR Publications Committee and ED on the performance of the technical editor.
- Screen new submissions for scientific content and choose appropriate associate editor to handle the new submissions or reject articles without review when appropriate.
- Make the final decisions on the disposition of all articles considering recommendations of AEs and reviews. Compose and send decision letters to authors. When necessary, communicate rationale for decisions to AEs when decisions do not match their recommendations.
- Work with the technical editor to prepare each journal issue for its regularly scheduled deadline.
• Recruit submissions and special sections to promote the quality and reputation of the journal and broad interests of the membership. Receive and review proposals for special sections. Establish agreements with proposers of special sections regarding timelines, expected submissions, and guest editors.
• Transfer of accepted articles to the technical editor for final checking and editing and forwarding to publisher for typesetting.
• Delegate tasks to the technical editor when appropriate.
• Provide input on journal strategy to the IAGLR Publications Committee as ex officio non-voting member of that committee.
• Oversee and implement day-to-day interactions with the publisher and work with the IAGLR Publications Committee and/or ED to resolve larger issues with the publisher if they are encountered.
• Effectively communicate with diverse individuals and groups including the IAGLR Board of Directors, the ED, the Publications Committee, other IAGLR staff and contractors, associate editors, technical editor, authors, and reviewers.

Required Qualifications

• Experience in journal editing in a capacity of making/recommending publication decisions based on peer reviews.
• Established reputation as a scholar working on aquatic systems with an extensive publication record.
• Strong leader with ability to work as part of a team to complete tasks on time.
• Broad background in aquatic sciences.
• High personal/scientific standards with respect for confidential information.
• Effective communicator with ability to create and communicate vision.

Desired Qualifications

• Broad familiarity with many areas of research/scholarship on large lakes of the world.
• Prior engagement and familiarity with IAGLR and the needs and desires of the association.
• Demonstrated embracement and exploration of innovative technologies, particularly in relation to scholarly publishing.

Expected Effort Level and Compensation

It is expected that the duties of the lead editor can be accomplished in 2–4 days of effort each week. Work schedule will be highly variable depending on variations in submissions and completions of reviews. The lead editor will work with a part-time technical editor who will be separately employed or contracted by IAGLR. Currently the technical editor handles many clerical aspects of processing publications but has been and can be engaged to assist in editorial tasks (particularly post article acceptance). The effort level of the editor will depend to some extent how much effort is delegated to the technical editor. The compensation will be consistent with the experience and expected effort. We envision a total stipend of $40,000-60,000 per year and a $5,000 budget for operating expenses.

Nature of Relationship

IAGLR intends to enter into a three-year contract to provide editorial management of the JGLR. The contract period will run from January 1, 2025, to December 31, 2027, although there is some flexibility regarding start date. Subsequent three-year extensions may be entered into upon approval from the IAGLR Board of Directors. To ensure a smooth transition, we will work to ensure some overlap with the current editorial team.
The lead editor (contractor), owners of JGLR (IAGLR), and publisher of JGLR (currently Elsevier) each perform different roles, recognizing and respecting each other’s authority and responsibilities. The primary responsibilities of the lead editor are to ensure the integrity and quality of the journal and educate its readers; the owners (and as contracted, the publisher) are jointly responsible for all aspects of production of the journal (i.e., with making content broadly available and appropriately formatted), including budget and staff for these efforts, based on peer-reviewed content provided by the lead editor. The publisher provides tools for submission and tracking of manuscripts and provision of accepted manuscripts to the publisher for publication and provides training resources for use of the manuscript tracking system. While there is flexibility, particularly over the long term, JGLR has a well-established workflow for article review and publication.

The contracted lead editor is independent of IAGLR, shall not act as an agent of IAGLR, nor shall be deemed an employee of IAGLR for any purpose whatsoever, and shall not enter into any agreement or incur any obligations on IAGLR’s behalf without IAGLR’s prior written approval.

Work Environment

Most duties can be performed remotely at a location of choice of the lead editor, but the lead editor is expected to be available on regular basis to avoid delays in manuscript handling and for phone or email interactions. The lead editor is expected to attend IAGLR board or business meetings on occasion (generally about once a year). It is expected that the lead editor will attend the annual IAGLR Conference on Great Lakes Research and other conferences to promote the goals of IAGLR for the journal. The lead editor is responsible for maintaining their office space and needed work facilities (e.g., personal computer and software, internet connection).

Flexibility in contracted arrangement

The details in other sections of this job description describe our envisioned arrangement and describes a contract with a single lead editor. IAGLR will be flexible and open-minded in considering proposals, and we will consider arrangements where the lead editor duties are accomplished by a team of more than one individual. Ultimately, applications will be evaluated on whether what is proposed will most effectively accomplish the editorial duties and promote IAGLR’s goals for the JGLR.

About the JGLR

The JGLR is the leading peer-reviewed publication focused on large lakes of the world (Impact Factor = 2.2). The journal publishes six regular issues each year, targeting at least 120 published articles each year. In 2022, 156 articles were published, and there were 264 submissions. Most articles are peer-reviewed regular papers, although commentaries, reviews, and short communications are also published. The lead editor is currently assisted by a group of about 35 volunteer associate editors. IAGLR is the owner of the JGLR and oversees its production through contracts with a lead editor, a technical editor, and a publisher (currently Elsevier).

Application Deadlines, Dates, and Procedures

For full consideration applications should be submitted by January 31, 2024. An application must include the following information:

- A cover letter (≤ 2 pages) summarizing your editorial experience and your vision for the journal. Articulate how your experience has prepared you to achieve this vision.
- A curriculum vitae (CV) including a listing of published works, professional positions, editorial and other relevant experience, and other relevant background. If the proposer includes more than one named individual CVs should be provided for each.
• Names and full contact information (email and phone) for three professional references.

Proposals should be sent via email to jmarty@iaglr.org with JGLR Lead Editor in the subject line.

About IAGLR

IAGLR is an organization composed of scholars studying the Laurentian Great Lakes, other large lakes of the world, and their watersheds, as well as those with an interest in such work. IAGLR members encompass all scholarly disciplines with a common interest in the management of large lake ecosystems. IAGLR’s vision is to promote and foster a peaceful world in which large lake ecosystems are valued and healthy; where these ecosystems inspire curiosity, awe, love and respect, and stewardship in all people. To achieve this vision, IAGLR is an equal opportunity employer, committed to a diverse and inclusive employee and volunteer workforce that is united by a passion for scholarship directed at Great Lakes. All employment/contracting decisions at IAGLR are based on business/organizational need, job requirements and individual qualifications and performance without regard to race, color, religion, gender identity or expression, sex (including pregnancy), sexual orientation, national/ethnic origin, marital status, past or present military service, medical history, genetics, or disability. IAGLR commits to full compliance with employment and contracting laws in locations where it operates.