Call for Applications for Editor-in-Chief

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Please note that applications are due no later than Monday, **December 9**. They should be submitted by email to Melissa Schmidt, Director of the *JAOA*: mschmidt@osteopathic.org.
Introduction and Journal Overview

The *Journal of the American Osteopathic Association* (JAOA) is seeking applications for an Editor-in-Chief to succeed Dr. Robert Orenstein (DO), who has led the journal since 2014, at the end of his term in January 2019. The Editor-in-Chief will be responsible for carrying out the AOA’s strategic agenda toward the advancement of osteopathic medical research by directing the editorial content of the JAOA. This position is a critical leadership opportunity to be undertaken at a crucial time in the JAOA’s growth as a seminal resource for osteopathic physicians, more than 50% of whom are in active practice in one of the primary care areas of medicine. The Editor-in-Chief’s role in advancing osteopathic medical research is key to ensuring DOs continue to meet the nation’s rapidly growing health care needs by advancing their medical education.

**JAOA’s Scope**

Established in 1901, *The Journal of the American Osteopathic Association* (JAOA) is the official scientific publication of the American Osteopathic Association, as well as the premier scholarly, peer-reviewed journal of the osteopathic medical profession. The JAOA’s mission is to advance medicine through osteopathic medical research by serving as an international forum for the dissemination of scientific literature that incorporates an integrative, comprehensive, evidenced-based, patient-centered approach to clinical care and improving health. Although the JAOA’s main audience is osteopathic primary care physicians, its authorship and article topics reflect today’s diverse medical fields.

The JAOA publishes articles communicating research findings, clinical practice observations, philosophic concepts, and other biomedical advances in a variety of formats, including Original Articles, Review Articles, Case Reports, Brief Communications, continuing medical education content, and other correspondence. The JAOA also supports a rich tradition of publishing articles on holistic therapies in preventing and treating disease.

The JAOA relies on the input of its Editorial Advisory Board and Editorial Board for guidance, both of which include international physicians and osteopaths – and both of which are overseen by the Editor-in-Chief, who is Chair of the Advisory Board.

The JAOA is currently indexed by the National Library of Medicine, Web of Science (Emerging Sources Index), and ReadCube.

**JAOA’s Audience**

The audience for the JAOA is broad and diverse; it includes all members that participate in the team-based clinical care of patients. This includes osteopathic and allopathic physicians, medical educators, residents, medical students, nurses, pharmacists, physical and occupational therapists, and others that support a holistic, integrative approach to patient care.

Because of its holistic approach to health, the osteopathic medical profession is one of the fastest-growing health care professions in the United States. Although osteopathic physicians make up only about 10% of the active US physician population, currently, 1 in 4 medical students in the United States choose to pursue osteopathic medical training.
States is enrolled in an osteopathic medical school. Researchers have demonstrated that they increasingly value the JAOA’s content, with a 142% increase in Web of Science citations in the first 10 months of 2016 compared with all 12 months of 2015.

The Editor-in-Chief’s Role

Overview

As stated earlier, the JAOA’s Editor-in-Chief is a steward of the Journal’s long history of dedication to the advancement of research and education in osteopathic medicine. The successful candidate in this position will be a DO with a detailed understanding of research, experience as a peer reviewer (with experience in an editorial capacity preferred), and detailed knowledge of publication processes.

The Editor-in-Chief will lead the JAOA in publishing high-quality research and reviews; he or she is ultimately responsible for the overall advancement of the JAOA as the primary scholarly publication for clinicians interested in incorporating an integrative, comprehensive, patient-centered approach to improving health and clinical care.

In addition to overseeing the content of the JAOA, the Editor-in-Chief will works closely with the JAOA editorial team, Associate Editors, and the Editorial Board to develop a strategic plan and raise the profile and value of the journal. The Editor-in-Chief is expected to encourage scholarly activity throughout the profession, visiting colleges of osteopathic medicine (COMs) and attending AOA events to articulate the value of publishing research with an osteopathic perspective.

The Editor-in-Chief must be able to make impartial and honest decisions and therefore should not have any financial interests that would influence the assessment and decision process for JAOA content. The Editor must to commit to confidentiality, complete editorial decisions within a reasonable time, and maintain professional and positive working relationships with authors, peer reviewers, other editors, Board members, and staff.

In short, the AOA is seeking a leader for the JAOA who has bold strategic vision, sound scientific judgment, is widely recognized as a leader in the discipline, and is fully willing and able to commit time to the success of the JAOA through editorial and promotional work.

Time Requirements and Compensation

This role and its accordant compensation can and will expand to fit both the needs of the AOA/JAOA and the Editor-in-Chief.

Previous Editors-in-Chief have dedicated approximately 20 hours per week to this role and been compensated accordingly; this is a minimum requirement for any new candidate. However, the AOA also acknowledges that in the changing environment of osteopathic medicine, the JAOA could benefit from increased involvement by the Editor-in-Chief not only in strict editorial work, but also in travel on behalf of and promotion of the Journal to osteopathic physicians, particularly those young in their careers.

Candidates can and should have the support of their institution before they commit to this position. The AOA will work with the successful candidate to ensure that their time – however much they are able to
dedicate, with an increased amount (over 20 hours) preferred – is compensated and they are “made whole.” Again, occasional travel is required.

**Job Description**

A. **Job Summary.**

The Editor-in-Chief is an ambassador for the *The Journal of the American Osteopathic Association (JAOA)* and reports directly to the American Osteopathic Association’s (AOA) Board of Trustees. The Editor-in-Chief is responsible for directing all editorial content of publications produced by the AOA’s Division of Publications, including the *JAOA* (a monthly research journal), Web-based programs, and custom publications (e.g., *AOA Health Watch*, monographs). Direction of editorial content includes responsibility for setting and achieving high standards for integrity of the content; soliciting high-quality manuscripts on topics of relevance; writing editorials on relevant topics as appropriate; developing guidelines and processes to ensure accuracy of content and timeliness of publication; regularly engaging with the *JAOA* Editorial Board, the osteopathic medical community, and the medical research community in general; and understanding and engaging the changing demographics and technology to advance these areas. It is expected that the editor-in-chief will commit at least 20 hours per week to these efforts, plus time for travel and educational/promotional efforts.

The Editor-in-Chief will carry out the AOA’s strategic agenda toward the advancement of osteopathic medical research by directing the editorial content of *The Journal of the American Osteopathic Association (JAOA)* and chairs the *JAOA* Editorial Advisory Board. In these capacities, the Editor-in-Chief will provide critical leadership for the future of the *JAOA*, incorporating his or her clinical experience. With more than 50% of osteopathic physicians (ie, DOs) in active practice in one of the primary care areas of medicine, the Editor-in-Chief’s role in advancing osteopathic medical research is key to ensuring DOs continue to meet the nation’s rapidly growing health care needs by advancing their medical education, including through the study of clinical journals.

B. **Minimum Qualifications or Equivalents**

Education: Doctor of Osteopathic Medicine.

Experience: In-depth understanding of research and publication processes, required; peer review experience, required; editor-in-chief or associate/deputy editor experience, desirable.
Contact with Others.

As noted in the Job Summary, it is expected that in the course of fulfilling the duties of the position, the Editor-in-Chief will have contact with various constituencies, including the following:

1. AOA members: The Editor-in-Chief will receive and respond to telephone and email communications regarding manuscripts and articles. There will also be personal contact with membership at meetings, conferences, and at osteopathic medical schools.

2. Research leaders: The Editor-in-Chief will be actively engaged in identifying promising projects in the research pipeline. To that end, there may be telephone, email, and in-person communications with directors of research at osteopathic medical schools, and with officers of osteopathic medical foundations and other entities that support and/or fund research.

3. AOA leadership: As a staff officer of the AOA, the Editor-in-Chief is expected to attend the AOA’s annual business meeting, the AOA Board’s midyear meeting, and the annual OMED (Osteopathic Medical Conference & Exposition) meeting. In addition, from time to time, there may be communications by telephone, email, and in-person with the AOA Board of Trustees, as well as with members of relevant AOA bureaus, councils, and committees (such as the Council on Research).

4. Osteopathic medical schools: The Editor-in-Chief is expected to travel to osteopathic medical schools to engage in discussions with students and faculty regarding scholarly activity, the JAOA, and strategies to amplify osteopathic research.

5. Osteopathic medical organizations: There will be frequent contact with appropriate osteopathic medical organizations concerning publications and AOA editorial policy.

6. Journal editor organizations: The Editor-in-Chief is expected to actively participate in the medical research community and should participate in the activities of one or more organizations that provide supporting resources (e.g., the Council of Science Editors, the Society for Scholarly Publishing).

7. Others: Where appropriate, the Editor-in-Chief may be asked to represent the AOA to the media, the public, lay organizations, health care organizations, and other groups concerning issues related to AOA publications and osteopathic medicine in particular and to peer-review journals and medicine in general. In addition, the Editor-in-Chief may need to interact with industry professionals regarding grant support for AOA custom publications.

D. Job Duties.

The following description of job responsibilities and standards is intended to reflect the major responsibilities and duties of the position of Editor-in-Chief. It is not intended to describe minor duties or other responsibilities that may arise or otherwise be assigned from time to time.
1. *The Journal of the American Osteopathic Association.* (a) Review manuscripts submitted for publication and assign them to appropriate experts for review; (b) Evaluate completed reviews and make final decisions regarding acceptance, rejection, or revision, taking into consideration the scientific and clinical merit of the manuscripts, how well they are written, and publishing priorities; (c) Communicate final decisions regarding publication to authors; (d) Commit to creating a strategic plan for the *JAOA,* especially concerning steps related to achieving an Impact Factor; (e) Conduct regular telephone calls with the *JAOA*’s staff director, Associate Editors, and the *JAOA* Editorial Board, and otherwise communicate with them on a regular basis; (f) Appoint Associate editors to assist in driving mission and goals; (g) Encourage contributions and manuscript submissions from the profession (including meeting with faculty at osteopathic medical schools and at medical conferences); (h) Promote the *JAOA* and increase knowledge of research journals through attendance at scholarly meetings such as those of the Council of Science Editors, the Society for Scholarly Publishing, and the Peer Review Congress; (i) Enhance the visibility of the editor-in-chief and the *JAOA* throughout the profession through new outlets, such as podcasts or videos shared via AOA websites and social media.

2. AOA custom publications. (a) Approve guest editors and authors for custom publications; (b) Review processes and content; (c) Exercise final editorial authority over each publication.

3. Promotion of Scholarly Activity. (a) Pursue strategies and tactics to drive awareness of best practices in research and other scholarly activities; (b) Participate in educating leaders in the profession (e.g., deans, faculty) regarding available tools and channels to teach, participate in, present, and publish osteopathic medical research; (c) Travel to colleges, specialty society meetings, etc, to engage in these tactics, developing productive relationships with leaders to amplify osteopathic medical research in scholarly publishing.
Application and Proposal Process

Applications are due to Melissa Schmidt, Director of the JAOA, no later than December 9. They should be submitted by email: mschmidt@osteopathic.org.

Interested candidates who wish to apply for the role of JAOA Editor-in-Chief should submit a formal proposal to include the following elements:

- A current CV.
- A 1-2 page cover letter describing relevant experience (including academic achievement, a robust list of publications and peer review experience, a description of any previous editorial experience), and a plan for how you will accommodate the time demands of editing the journal. This letter should also address any existing Conflicts of Interest or commitment.
- A 3-5 page Statement of Vision for developing the JAOA’s content and enhancing its reach, taking into account the Journal’s history, recent developments and current events in osteopathic medical education and credentialing, and trends in the publishing field. This portion of your application should be a detailed proposal of how you will advance the JAOA’s quality and reputation.
  - Your proposal should contain bold, decisive ideas on (at a minimum) soliciting new submissions, promoting existing content, creatively enhancing the JAOA’s social media presence, engaging new readers and subscribers, garnering new advertisers, and establishing and increasing an Impact Factor.
  - Please consider the following crucial questions when preparing your Statement of Vision:
    - What do you see as the primary challenge facing the JAOA, and what would you do to address that challenge?
    - How do you envision the JAOA improving its impact power while demonstrating an osteopathic distinctiveness and public good?
- Three letters of recommendation from knowledgeable colleagues.
- A statement providing evidence of your institution’s willingness to support any necessary changes in time and availability.

Please note:

- Your proposal should be presented in a cohesive, modern, attractive fashion, with a focus on editorial accuracy. It should fully reflect the manner in which you would approach your work as JAOA’s Editor-in-Chief.
- We encourage you to contact the current Editor-in-Chief, Dr. Robert Orenstein, if you have any detailed questions about whether this position is an appropriate fit for your availability and experience: orenstein.robert@mayo.edu. Dr. Orenstein also sits on the Search Committee for this position.
• We also encourage you to contact Melissa Schmidt, Director of the JAOA, with questions about the job description and application process: mschmidt@osteopathic.org.
• In developing your Statement of Vision, we encourage you to carefully research the JAOA’s previous efforts and current content, as well as current publishing “best practices.” Some suggested resources appear below:
  o https://jaoa.org/article.aspx?articleid=2517488&resultClick=1
  o https://jaoa.org/article.aspx?articleid=2732390&resultClick=1
  o https://jaoa.org/article.aspx?articleid=2213410&resultClick=1
  o https://www.elsevier.com/__data/assets/pdf_file/0015/90123/EditorWelcomePack.pdf (Part 2; note that the JAOA is currently self-published and not affiliated with Elsevier, but the scope of information in this packet helps to place the Editor-in-Chief role in context)
  o https://openscience.com/how-to-get-impact-factor/