

## **CALL FOR APPLICATIONS: Lead Editor for the Australasian Journal of Educational Technology (AJET)**

**Due date: by COB Friday 4 September 2015**

Ascilite invites applications for a new Lead Editor to join the existing editorial team of the Australasian Journal of Educational Technology (AJET).

### **The context**

In December 2015, Professor Sue Bennett will complete her term as Lead Editor of AJET. Ascilite is committed to active succession planning for this important role and has now begun the search for a new Lead Editor to join the team. Professor Bennett and the AJET team will provide support to the successful applicant's smooth transition into the role.

### **Background**

The Australasian Journal of Educational Technology (AJET) is a highly regarded, influential, open access, online journal that has international standing and reach. It publishes peer reviewed scholarly research related to the educational use of technologies in the tertiary education sector. AJET is the official journal of the Australasian Society for Computers in Learning in Tertiary Education (ascilite) and has an Editorial Board and Management Committee. Since January 2012, AJET has utilised the Online Journal Systems (OJS) as its online journal management and publishing system. AJET is a recognised peer-reviewed journal listed in Ulrich's Periodicals Directory.

### **Broad responsibilities of an AJET Lead Editor**

The Lead Editors are responsible for setting and maintaining the editorial direction of AJET, and leading and overseeing the work of the Associate Editors and copyeditors. The Lead Editors also: fulfill the role of journal manager and manage and coordinate the production of AJET editions; and compile reports for the AJET Management Committee and Editorial Boards and an annual report for the ascilite AGM. The Lead Editors meet with the AJET Management Committee (online or via teleconference) to negotiate the timeline and resources required for the journal's activities. Lead Editors are expected to attend the Ascilite annual conference to lead a free ascilite workshop/symposium on publishing in AJET.

### **Details of expression of interest**

The appointment of a new Lead Editor team will initially be for three years with potential for negotiation of a second term. The Lead Editor must have current ascilite membership and be familiar with the journal and with the goals of ascilite. As the official journal of ascilite, the Editorial team, and any other bodies

necessary for the operations of AJET, operate in accordance with the ascilite constitution and under the governance of the AJET Management Committee and the ascilite Executive Committee.

***Written expressions of interest must:***

1. Clearly address the essential criteria for Lead Editors (4 pages maximum); and
2. Attach a short CV of no more than 4 pages.

Applicants should also confirm that their employer is supportive of them undertaking the role and that they are able to commit the necessary time to undertake the role.

***Essential criteria for Lead Editors***

1. Experience in academic publishing together with an awareness of issues associated with editing an international journal and maintaining quality indicators as judged by the sector in Australasia and internationally, including impact factors, journal indexing, journal analytics etc.
2. Reputation as a 'known' and active researcher in the field (educational use technologies in tertiary education)
3. Demonstrated ability to lead and mentor a team (e.g. Associate Editors)
4. Demonstrated ability to lead and project manage new initiatives and complex operations effectively and efficiently
5. Demonstrated ability to work collaboratively and constructively with multiple committees and stakeholders (including for example, authors and reviewers from culturally and linguistically diverse backgrounds)
6. Commitment to the goals of ascilite, including ascilite's members and future members
7. Capacity to use the Open Journal Systems electronic journal management system.

**Application and selection process**

Proposals will be reviewed by a selection panel comprising four members from the Ascilite Executive, AJET Editorial Board and AJET Management Committee. A shortlist will be made from the applications received by the deadline. Shortlisted candidates will be contacted to participate in an interview (via Web or tele-conference). The selection panel will recommend the new Lead Editor to the ascilite Executive who will then endorse the selection. **In some circumstances the selection panel may be impressed by the application but may feel that the candidate should be recommended as an Associate Editor rather than Lead Editor.**

**Requests for further information and applications should be submitted in the first instance via email to:**

Secretariat@ascilite.org