



# Invitation for Application:

## *Journal of Foot and Ankle Research*

### Editor-in-Chief: Australian Podiatry Association

The Journal of Foot and Ankle Research (JFAR) is inviting applications for the role of Editor-in-Chief (APodA). The Journal of Foot and Ankle Research, the official journal of the Australian Podiatry Association (APodA) and The Royal College of Podiatry (RCPod), is an open access journal encompassing all aspects of policy, organisation, delivery and clinical practice related to the assessment, diagnosis, prevention and management of foot and ankle disorders.

The role of the Editor-in-Chief (APodA) is to work closely with the Editor in Chief (RCPod), the editorial board and the publisher to ensure the Journal of Foot and Ankle Research publishes high quality research

The APodA is now is inviting applications for the position of Editor-in-Chief (APodA) for the Journal of Foot and Ankle Research. This appointment is subject to a process of nomination or self-nomination by members of the APodA.

We are excited to be seeking an Editor-in-Chief (APodA) to join the current editorial team. The successful applicant will work with the team to build on the journal's strong foundations and continue developing The Journal of Foot and Ankle Research as a leading multidisciplinary journal and critical resource. There is an annual honorarium for the role.

For further details about this role, please refer to the Position Description below.

#### Applications should contain:

- A covering letter outlining your suitability for the role.
- An up-to-date CV/resume.
- A vision statement including a short assessment of how you see the strengths and weaknesses of the journal, including your vision for its future development (limit to 1 page).
- Letter from institution/Head of Department indicating support for your application.

Applications will be reviewed by an appointed APodA panel and should be submitted directly to the CEO of the APodA at [ceo@podiatry.org.au](mailto:ceo@podiatry.org.au).

**The submission deadline is 23 February 2025, if not filled prior. Candidates are encouraged to submit their application as early as possible.**

If you have questions, please email [ceo@podiatry.org.au](mailto:ceo@podiatry.org.au) or call the APodA office on 03 9416 3111



## Position Description

The role of the Editor-in-Chief (APodA) is to work closely with the Editor in Chief (RCPod), the editorial board and the publisher to ensure the Journal of Foot and Ankle Research publishes high quality research. The core purpose of the Editor-in-Chief is to be a champion for their discipline and a custodian of the scientific record in order to ensure the success of the journal for the community.

This Editor-in-Chief role is responsible to the APodA CEO. The Editor-in-Chief (APodA) co-chairs the Journal of Foot and Ankle Research Editorial Management Committee alongside the Editor-in-Chief (RCPod).

The editorial management committee serves to preserve and enhance the JFAR publication's reputation as a trusted source of high-quality scientific information. The editorial management committee is made up of the Editor in Chief (RCPod), Editor in Chief (APodA), Social Media editor, Deputy Editor (RCPod), Deputy Editor (APodA), Associate Editors (RCPod), Associate Editors (APodA), the handling editor of the Publisher as required, Professional Body Officers as required.

## Editor Term

The term for the Editor-in-Chief (APodA) of the Journal of Foot and Ankle Research is three years with the potential to extend to 5 years in post, beginning March 2025 (or earlier upon appointment).

There is an annual honorarium for the role.

## Editor responsibilities

The position of Editor-in-Chief (APodA) on the Journal of Foot and Ankle Research includes the following responsibilities:

- Ensuring The Journal of Foot and Ankle Research meets the needs of the foot and ankle research community and provides a route for scientific discussion and debate as well as the dissemination of sound primary research.
- Ensuring all of the content in the Journal of Foot and Ankle Research is scientifically valid and fits the aims and scope of the journal.
- Maintaining high standards in the peer-review process and ensuring the Journal adheres to best practice guidance with respect to research integrity and publishing ethics in accordance with COPE (Committee on Publishing Ethics) guidelines.
- Using an online editorial management system to have such contributions peer reviewed by appropriately qualified and experienced persons, to accept or reject manuscripts or to request revision in response to referees' reports and editorial comments and to communicate with authors as appropriate.
- Working with the Wiley Editorial Office on the day-to-day operations of the Journal in an efficient manner and to provide accepted material to the Publisher in accordance with the Author Guidelines and the Production Schedule.



- Working with the Publisher to maintain a strategy for the development of the Journal, to maintain/increase the status and visibility of the Journal and ensure that the Journal fulfils its aims and serves the readers in its field.
- Enhancing the position of the Journal in the field.
- Communicating regularly with the wider editorial board concerning the development of the journal, editorial strategy, submissions, and promotion.
- Reviewing and renewing the Editorial Board on an annual basis to achieve an active and holistic representation of the community the journal serves, mentoring new members as needed.
- Assisting the Publisher by promoting the Journal wherever possible through professional contacts and at conferences.
- Attending and contributing to editorial meetings, where appropriate, in collaboration with the Publisher.

For a general overview of the Editor in Chief role please see [The Wiley Editor Companion](#).

## Desired Attributes and Selection Criteria

- Strong leadership with excellent communication and organisational skills.
- A high level of efficiency and time management, with the ability to work to continual deadlines.
- A high level of professional and ethical standards and a commitment to ensuring the journal maintains a good level of scholarly rigor in the field.
- Experience in editorial decision making with astute editorial judgment in the evaluation of research publications. Preferably with experience (currently or in the past) as an Editor, Associate Editor, or Deputy Editor of a journal in the field.
- Active in the field with a good record of personal research, initiative, expertise and performance.
- A flexible and collaborative working style with a keenness to work in partnership with the Publishing team and the Editorial Board.
- A willingness to contribute ideas for editorial initiatives and developments which improve journal reach and standing.
- Awareness of changes in the research publishing environment and of relevant technological advances in the publication and dissemination of research.
- Determination to pursue equity and diversity in all dimensions including, but not limited to gender, ethnicity and geography.
- Institutional support and time availability (approximately 2 – 3 hours per week).
- A current member of the APodA (or, by agreement with the APodA, and a member of an association with reciprocated membership).

