

Application for Editor, *ILAR Clinical Rheumatology*, 2024–2028 term

INSTRUCTIONS

Please read the [background information](#), answer the following questions, and provide the information and supporting materials requested.

A single **PDF copy** of the completed application, including all supporting documents, must be received no later than **June 5, 2023**, at the following e-mail address: ilar@rheumatology.org

Please address questions or comments to Stephanie Graham at: ilar@rheumatology.org

SUPPORTING MATERIALS

Please upload **PDF copies** of the following supporting materials. **Your completed application and supporting materials must be received no later than June 5, 2023, at the following e-mail address: ilar@rheumatology.org**

- Completed Application
- Personal Letter of Application explaining your interest in the Editor-in-Chief position and the qualifications you would bring to the position
- Your full, current Curriculum Vitae
- A letter from your institution indicating support for your application to this position.
The letter from the institution should clearly indicate the institution's enthusiasm for, and willingness to be supportive of, the editorship, particularly regarding protected time and effort. The letter should state that the described institutional support is a commitment throughout the duration of the Editor's entire term.
- Supplementary materials (if any) that you would like to include.

E-MAIL DIRECTIONS

For each e-mail, the subject line should include the name of the applicant and, as applicable, either the words "application form," "CVs," "institution support letter," or (if applicable) "other supplementary materials." The application form, CVs, and institution support letter should be sent in three separate e-mails (four if supplementary materials are provided), not combined into one.

For the e-mailed PDF of the bookmarked CVs, all CVs must be combined onto ONE PDF document, coming from the Editor candidate – the ACR does not want separate PDF documents for the CVs of each of the Deputy Editors. The first CV in this document should be that of the Editor candidate. This should be followed by the CVs of the Deputy Editor candidates.

APPLICANT INFORMATION

Date of Application:					
Last Name (Surname):		First Name:		Middle Initial:	
Professional Designation(M)					
Street Address:					
City:		State:		ZIP:	
Country:					
Indicate the Association(s) of which you are a <u>current active member</u>: ACR, EULAR, APLAR, PANLAR, AFLAR					
E-Mail Address:					
Phone:		Fax:			
Institution:				Title:	
Approximate number of hours per week you would be able to devote to the Editor position:					

Please provide information on current and previous (completed in the last five years) grant support.

Please describe your prior experience with editorial positions on scholarly journals.

Please describe your additional prior editorial and reviewing experience.

Please affirm that you have reviewed and are able to comply with the standards around ethics and integrity as outlined by the Committee on Publications Ethics, of which ILAR is a member: <https://www.springer.com/journal/10067/ethics-and-disclosures> and <https://www.springernature.com/gp/editors/code-of-conduct-journals>

Yes, I affirm that I have reviewed and are able to comply with the standards around ethics and integrity as outlined by the Committee on Publications Ethics

Please provide a short statement (≤ 500 words) summarizing your philosophy of and vision for the ILAR Clinical Rheumatology Journal, its major themes and goals, editorship, and strategies for developing the journal and its processes during the next 5-year period.

Please provide a short statement (≤ 500 words) summarizing how you would promote and facilitate diversity in submissions and publications from all continents given the overarching vision of ILAR.

Please provide a short statement (≤ 4 sentences each) describing how you would potentially address each of the following ethical or logistical issues that could arise:

1. CONFLICTING REVIEWER RECOMMENDATIONS

2. UNSATISFACTORY PERFORMANCE OF EDITORIAL BOARD MEMBERS

3. AUTHORS CONTESTING EDITORIAL DECISIONS

4. AUTHORS NOT ADHERING TO JOURNAL GUIDELINES (E.G., LENGTH OF ARTICLES, FIGURE/TABLE GUIDELINES)

5. AUTHOR OR REVIEWER CONFLICT OF INTEREST OR NONDISCLOSURE OF CONFLICT OF INTEREST

6. CONFIRMATION OF PLAGIARISM BY SUBMITTING AUTHOR

SIGNATURE

Signature

Date