

Call for Journal Editor: *Journal of Applied Social Science*

The Association for Applied and Clinical Sociology (AACCS) seeks applications for a new Editor-in-Chief of the *Journal of Applied Social Science* for a minimum three-year term beginning January 1, 2020. Reflecting more than 30 years of journal sponsorship by AACCS and its predecessor organizations, the Society for Applied Sociology and the Sociological Practice Association, the *Journal of Applied Social Science* (JASS) publishes research articles, essays, research reports, teaching notes, and book reviews on a wide range of topics of interest to the sociological practitioner. The opportunity to serve as Editor-in-Chief of JASS represents a chance to influence the content of the journal and help shape the practice of the profession.

Editorial duties include receiving manuscript submissions and managing their peer review through an online submission system; communicating with authors, potential authors, and our publishing partner, Sage Publications; organizing, recruiting, and working with an Editorial Board and Associate Editors; organizing and submitting copy for each issue to the production editor at SAGE; checking proofs; planning future issues; and maintaining regular communication with the AACCS Executive Office. In addition, the Editor prepares and presents a semiannual report to the AACCS Board of Directors and Publications Committee and conducts an Editorial Board meeting during the AACCS Annual Meetings each October.

Institutional Support: Like all non-staff positions in AACCS, the JASS editorship is a volunteer position. The organization appreciates the importance of institutional recognition of the intellectual and practical challenges of the Editor-in-Chief's position and thus values support from candidates' home institutions. The Editor's institution typically provides support in the form of release time, office space and equipment, student assistants, telephone, and mailing expenses. Graduate Assistant support and adequate space to house the journal are highly desirable with other kinds of institutional support significant for the success of operations. Candidates who are unable to get substantial institutional support will also be considered with the expectation that the institution ensures that needs central to the journal's success are met. Candidates should give serious consideration to the feasibility of serving as Editor-in-Chief in relation to the resources available to them and address these in their application letter.

The AACCS Board is open to different editorial models such as a co-editorship and invites the candidate(s) to propose such models. The successful candidate(s) will demonstrate commitment to the mission and values of AACCS, and will be expected to become a member(s) of the Association upon notification of the appointment.

A completed nomination package includes an electronic letter of application that addresses the candidate's qualifications and offers a sense of their vision for JASS; the candidate's CV; two to four letters of support from published scholars familiar with the candidate's work, experience and suitability for the task of journal editing; and a letter of institutional support from an appropriate administrator from the candidate's home institution. The letter should clearly specify the resources and support that will be provided.

The search committee will begin reviewing materials immediately with the new editor taking over full editorial responsibility on January 1, 2020. An appropriate transition period is anticipated beginning in October. Some training will be needed to learn the online submission process. The successful candidate is expected to attend the AACCS Board Meeting in October. Applications received by September 15, 2019, will be considered.

Please send all completed nomination packages to mboeri@bentley.edu with all attachments in one pdf.

SUCCESSFUL APPLICATIONS WILL ADDRESS THE FOLLOWING CRITERIA WITH DOCUMENTATION

- ✓ Candidate's qualifications as editor (or editor team)
- ✓ Vision for JASS
- ✓ CV shows substantial writing experience
- ✓ CV shows substantial editorial experience
- ✓ Application shows willingness manage the peer review through an online submission system
- ✓ Application shows willingness to communicate with authors for revisions, ideas, or special issues
- ✓ Application shows willingness to communicate and work with AACCS's publishing partner, Sage Publications
- ✓ Application shows willingness to meet with SAGE representatives at regional and other sociological association meetings for marketing the journal (this duty can be delegated to a managing associate editor)
- ✓ Application shows evidence of organizing, recruiting, and working with an editorial board and associate editors
- ✓ Application shows willingness and ability to check proofs
- ✓ Application shows willingness and ability to conduct review process in a professional and timely manner
- ✓ Application shows willingness to recruit new authors
- ✓ Application shows evidence of planning future issues
- ✓ Application shows willingness to prepare and present a semiannual report to the AACCS Board of Directors
- ✓ Application shows willingness to attend AACCS Board meetings and conferences
- ✓ Letters of support show promise for candidate in this role
- ✓ Letter of institutional support include adequate and secure office space to house journal (optional)
- ✓ Letter of institutional support include adequate office equipment and use of resources for the journal (e.g., computers, printers/copiers and toner, and wi-fi/ethernet, etc.)
- ✓ Letter of institutional support for travel expenses for the journal (e.g., air or rail fare and lodging)
- ✓ Letter of institutional support include graduate student assistant and/or other student assistants (e.g., interns), and staff assistance
- ✓ Letter of institutional support include mailing expenses and miscellaneous expenses
- ✓ Letter of institutional support for sufficient release time and/or banked time
- ✓ Letter of institutional support or other evidence indicating institutional support for professional services