



PUBLISHING

EDITOR-IN-CHIEF
Environmental Chemistry

POSITION DESCRIPTION

The Editor-in-Chief is a figurehead for the Journal and has responsibility for the reputation and profile of the Journal with respect to its competitors in the international marketplace. Overall measures of success in this role include the number and quality of submissions, acceptance rate, number and geographical location of subscriptions, web use/downloads, citations/Impact Factor.

Environmental Chemistry is owned by the Commonwealth Scientific and Industrial Research Organisation (CSIRO). The Journal's policy and scope are determined by the CSIRO Publishing Board of Standards in consultation with the Editor-in-Chief. The Editor-in-Chief leads an Editorial Board comprising several Editors to attract and select content for the Journal. The Editor-in-Chief has ultimate responsibility for the content of the Journal. In addition to an honorarium and travel allowance, the Editor-in-Chief has access to CSIRO Publishing's integrated support services that include a web-based editorial management system, a dedicated Editorial Assistant, and Marketing and Production services.

General duties are to:

1. Define and revisit annually the Journal's direction and scope, in conjunction with the Publisher and the Board of Standards, to ensure it is appropriately aligned to the market
2. Represent, promote and champion *Environmental Chemistry* to the global research community, e.g., at national and international conferences, on visits to key institutions/laboratories and to colleagues
3. Determine and implement strategies to further enhance the quality of submissions to the Journal, e.g., by sourcing Review articles and series of papers of special interest; rejecting unsuitable manuscripts before peer review; encouraging appropriate revision of manuscripts; and accepting only papers that are high impact and/or contribute new and important information to the field
4. Advise on appointments to the Editorial Board and assess its composition at least annually in consultation with CSIRO Publishing
5. Provide strong leadership to the Editorial Board (in consultation with CSIRO Publishing) and foster an effective and supportive team environment
6. Ensure timely, rigorous, constructive and ethical peer review of articles by guiding the Editorial Board in using a broad range of appropriately chosen national and international reviewers
7. Oversee manuscript handling and decision-making by the Editors to ensure consistent standards are maintained, and authors are managed in a courteous and efficient manner
8. Act as a final arbiter on any disputes between authors and Editors, in consultation with the Board of Standards if necessary
9. Ensure delivery of sufficient accepted manuscripts to fill issues and maintain publication schedules
10. Provide advice to the Publisher on trends in environmental chemical science, scholarly publishing needs, and promotional opportunities to aid in development of the Journal's publishing and marketing plans
11. Establish and maintain links with relevant scientific societies and other organisations to benefit the Journal
12. Monitor publication standards and provide feedback to the Publisher