Associate Editor (Statistics)
Journal of Child Health Care

Journal of Child Health Care (Impact Factor 1.280) is a broad ranging, international, professionally-oriented, interdisciplinary, and peer reviewed journal. It focuses on issues related to the health and healthcare of neonates, children, young people and their families, including areas such as illness, disability, complex needs, well-being, quality of life and mental health care in a diverse range of settings. The Journal of Child Health Care publishes original theoretical, empirical and review papers which have application to a wide variety of disciplines. Further details can be found on http://journals.sagepub.com/home/chc

Documentation package: Advertisement, Role and Responsibilities, Person Specification

Created by Professor Bernie Carter, Editor-in-Chief & Associate Professor Marco Geraci, Editor (Statistics), Journal of Child Health Care
21st September 2017

Deadline for submission of applications is 30th November 2017
The Journal of Child Health Care (http://journals.sagepub.com/home/chc) is actively seeking a highly motivated and committed individual to undertake the post of Associate Editor (Statistics). This exciting opportunity reflects the growth of the Journal and a commitment to further develop and enhance the impact of the Journal. The journal is the official journal of the Association of British Paediatric Nurses (ABPN). It also works in partnership with the Council of Children’s Nurses Inc. (CCNI) in Australia. The Associate Editor (Statistics) will work closely with the Editor-in-Chief, Editor (Statistics) and other Editors (UK, USA, Australasia, East Asia) with particular responsibility for providing statistical review and support to the Editors, enhancing the profile of the Journal, working innovatively to sustain and enhance the global standing of the journal, managing manuscripts and contributing to decision making, liaising with contributors, reviewers and other members of the Editorial Board team, promoting the work the journal and supporting its development in other ways.

Applications are sought from professionally qualified individuals (statisticians or researchers in child health) who have a high level of statistical competence and who are interested in child health and in contributing to the development of the Journal of Child Health Care.

There are number of benefits of undertaking such a role. These include the experience of working within an international team of editors and engaging with authors and ideas from all over the world. Other benefits include developing an insider perspective on publishing and enhancing reviewing, decision-making, communication and organisational skills. The work also helps to raise the profile of the individual and positions them as an international player within child health care. These skills, experience and expertise acquired can add depth to an individual’s CV and this can reap rewards in terms of career progression.

The Associate Editor (Statistics) will report directly to the Editor (Statistics) and to the Editor-in-Chief.

Application details
Informal enquiries are welcome (see email addresses below).

Applications for the role should be made by the submission of:

- a supporting statement which clearly indicates experience/expertise in relation to the four core areas of role & responsibilities and also indicating how the essential (and where appropriate desirable) criteria are met. This application should not run to more than three single sided sheets of paper and font size no smaller than 11pt;
- curriculum vitae with clear and detailed indication of editorial and peer-reviewing experience;
- names and contact details (including email address) of one relevant referee who can be approached if necessary.

Applications should be submitted by email with subject line stating ‘JCHC – Application for Associate Editor (Statistics)’ to: Associate Professor Marco Geraci, University of South Carolina, Arnold School of Public Health, email: geraci@mailbox.sc.edu and copied to Prof Bernie Carter, Edge Hill University, email: bernie.carter@edgehill.ac.uk

**Deadline for submission of applications is 30th November 2017**

Notification of outcome of applications should be by 15th January 2018.
Role and responsibilities

Introduction

The Associate Statistical Editor shall report directly to the Statistical Editor and to the Editor-in-Chief; indirectly to the Publisher and to the ABPN. The role and responsibilities of the Associate Editor cover four broad areas:

- Management of a caseload of manuscripts: statistical review and screening of manuscripts
- Strategic management and innovation
- Enhancing the profile of the Journal
- Marketing and promoting the work of the journal

The workload/time commitment involved varies according to time of the year and stream of submissions, but does not usually exceed 2 hours per week. The journal uses SageTrack as its manuscript submission system. Training in the use of SageTrack will be provided to the successful candidate.

Manuscript management: editing

The roles and responsibilities will be to manage a ‘caseload of papers’ in an editorial capacity undertaking the following responsibilities:

1. provide initial screening of papers with a statistical component, offering support to Editors as required and identifying whether the statistical guidelines for the Journal have been adhered to;
2. provide statistical review and editorial management of each manuscript assigned to you; ensure that the manuscript is managed in a fair and equitable manner; and ensure due diligence in respect of your decision-making;
3. provide constructive feedback to the authors with due consideration of the reviewers’ comments and recommendations and to provide encouragement, where appropriate, to authors to resubmit;
4. work collegiately with authors to provide them with a supportive environment whilst they are within the ‘system’;
5. work collegiately and supportively with reviewers providing feedback, as appropriate, and facilitating their involvement with the journal; and
6. synthesise recommendations from reviewers and propose recommendations for papers within the review process in relation to whether they should be rejected, revised (minor/major) or considered for acceptance.
Strategic Management
The roles and responsibilities will be to:

1. contribute via meetings and dialogue (face-to-face, as appropriate or through electronic media such as Skype, Adobe Connect, email etc.) to the strategic development of the journal;
2. adopt a reflective stance and provide advice to the Editor-in-Chief, the Publisher, Core Editorial Board, the ABPN and CCNI on editorial issues and other strategic and marketing points;
3. attend (remotely or in person as appropriate) or otherwise contribute to Editorial Board meetings;
4. consider ways of further enhancing the internationality and multidisciplinary of the journal and how these could be implemented;
5. identify ways of enhancing the impact factor of the journal;
6. advise on new appointments to the Core Editorial Board and to the IEB.

Marketing and Promotion
The roles and responsibilities will be to:

1. act as an ambassador for the Journal of Child Health Care, the ABPN, CCNI and Sage Publications and to promote the journal (as appropriate) when undertaking any professional activity;
2. represent the journal, as appropriate, at conferences, workshops etc.;
3. promote the journal and identifying opportunities for marketing and increasing the profile and prestige of the JCHC (e.g., through twitter and other social media); and
4. work collegiately with members of the Editorial Board who have lead roles for marketing and promotion.
## Person specification

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<tr>
<th>Essential Criteria</th>
<th>Desirable Criteria</th>
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<tr>
<td><strong>General</strong></td>
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<tr>
<td>Sound statistical knowledge relevant to health care</td>
<td>Breadth of knowledge of applied statistics</td>
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<td>Interest in child health</td>
<td>Knowledge of child health</td>
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<td>Qualification relevant to statistics or other quantitative area</td>
<td>Professional qualification relevant to child health care</td>
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<td>International/national/regional reputation in own area of expertise/practice</td>
<td>International reputation and leadership in relevant area</td>
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<td>Good links and networks with colleagues, other institutions, professional bodies and other groups at regional/national levels</td>
<td>Involvement nationally/regionally in child health care issues and conferences</td>
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<td>Experience of using ‘new technologies’ (e.g., Skype, Twitter)</td>
<td>Expertise in use of social media</td>
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<td>Good IT skills and willingness to develop expertise in SageTrack system</td>
<td>Experience of using SageTrack or similar</td>
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<td>Evidence of implementation of innovation</td>
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<td><strong>Academic</strong></td>
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<td>Qualified to PhD level in a relevant area</td>
<td>Qualified to PhD in area of relevance to children/young people/health care</td>
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<td>Portfolio of publications in a relevant area</td>
<td>Established, cohesive and strong record of publication in the area of children/young people/health care</td>
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<td>Experience of acting as a reviewer for scholarly applied and statistical journals</td>
<td>Editorial Board experience as well as solid experience as reviewer</td>
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<td>Sound critical thinking and critical reading skills</td>
<td>Experience of using Scholar One as author or reviewer</td>
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<td>Ability to provide constructive feedback on papers using a wide range of statistical methods</td>
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<td><strong>Personal</strong></td>
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<td>Ability to work as part of a team</td>
<td>Leadership qualities</td>
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<td>Ability to be imaginative, creative, and innovative</td>
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<td>Commitment to mission of JCHC</td>
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