



CALL FOR EDITOR

Pain Management Nursing Journal (PMN)

Position Title:	Editor, <i>Pain Management Nursing</i>
Status:	Contracted Position
Reporting Relationships:	ASPMN® Board of Directors
Supervises:	Assistant Editors Reviewers/Editorial Board members
Chairs:	Editorial Board
Commitment:	Two Year contract with option to renew

GENERAL SUMMARY

The Journal Editor is responsible for the quality and professionalism of editorial content, and in collaboration with the Journal Publisher, the design and production of the *Pain Management Nursing Journal (PMN)*.

RESPONSIBILITIES AND EXPECTATIONS

- Under guidance from the ASPMN® Board of Directors, sets and enforces the editorial tone of *PMN*; ensures that authors, reviewers and editorial board members meet the highest level of editorial excellence and editorial ethical standards.
- Works collaboratively with ASPMN®'s Board of Directors, Executive Director, the Journal's, managing editor, Editorial Board, and the Publisher and its Issue Manager to ensure contractual commitments are met and the organizational mission is reflected in the Journal.
- Ensures the content of *PMN* is in concert with ASPMN®'s mission, vision and strategic plan.
- Solicits, edits, reviews manuscripts, and guides authors in revising manuscripts.
- Resolves ethical and legal issues with regard to difficult situations e.g., plagiarism.
- Reviews peer publications to ensure *PMN* is current and competitive.
- Solicits and assigns reviewers to manuscripts and makes final decisions regarding publication, including communicating with authors regarding revisions, publication information and manuscript rejection.
- Leads and directs the *PMN* Editorial Board; schedules, plans, and conducts annual Editorial Board Meetings and interim conference calls. Seeks input from the Editorial Board in matters of editorial policy and direction.
- Directs the work of others and engages members of the association to contribute to the common goal of improving the care of patients and promoting the specialty of pain management nursing.
- Monitors and communicates trends and significant issues concerning the Journal to the ASPMN® Board of Directors, Executive Director, Editorial Board and Publisher. Provides written and verbal reports at Board meetings and as requested.
- Fosters creative input from authors, editors and ASPMN®'s committees and boards.
- Attends ASPMN® Annual Business Meetings and Conferences.

QUALIFICATIONS

- Doctorate Degree
- Registered nurse with a history of professional excellence in pain management nursing. Publishing and editing for clinical or research journals and authorship of articles in peer reviewed nursing literature, ideally research reports in peer reviewed journals
- Documented history of scholarly achievement
- History of published research and/or evidence based practice
- Commitment to offer significant time to this position (approximately 6 hours a week)

APPLICATION REQUIREMENTS

- Curriculum Vitae including cover letter highlighting relevant experience as defined in the job description.
- Editorial using current editorial guidelines
- Vision statement for the future of the journal
- Answers to the following questions:
 - Please describe any experience you have had as an editor, guest editor, member of an editorial board, and/or manuscript reviewer for any peer-reviewed journals.
 - What are your primary areas of professional expertise and what are your networks within these fields? How would you use those networks to recruit papers, reviewers, and/or editorial board members?
 - What conferences do you attend regularly?
 - What are your general perceptions of Pain Management Nursing and what is your vision for the journal?
 - How would you fit the editorial duties into your existing schedule? How would your institution support this role?
 - Do you have experience working with electronic submission and tracking software?
 - What is your understanding of publication ethics and how might you apply it in your role as Editor-in-Chief of PMN? Are you familiar with plagiarism detecting software?
- State of support from current organization if applicable
- Three letters of support from professional colleagues

SEARCH DETAILS

The Editor search for the *Pain Management Nursing* journal is being conducted by the ASPMN® Board of Directors. A Search Committee has been appointed and will review applications, conduct phone interviews as needed, and make recommendations on the final candidate. This position will be open until filled with applications being reviewed starting **March 1, 2016**. The preferred start date is June 1, 2016.

Send all applications to:

American Society for Pain Management Nursing® Editor Search
PO Box 15473
Lenexa, KS 66285
ASPMN@goamp.com