



## **JVIM Co-Editor-In-Chief Role Description**

### **Journal and Editorial Board Description**

The Journal of Veterinary Internal Medicine (JVIM) is the official journal of the American College of Veterinary Internal Medicine (ACVIM), the European College of Equine Internal Medicine (ECEIM), the European College of Veterinary Neurology (ECVN), and the European College of Veterinary Internal Medicine – Companion Animal (ECVIM-CA). The mission of the Journal is to advance veterinary medical knowledge and improve the lives of animals by publication of authoritative scientific articles of animal diseases.

### **Co-Editor-In-Chief Responsibilities**

The Co-Editor-in-Chief (Co-EIC) provides senior editorial leadership for JVIM and helps ensure the Journal's integrity, quality, relevance, and strategic advancement. This individual will partner with the other co-EIC to oversee editorial decision-making, support efficient and fair peer review, guide the Editorial Board, and help position the Journal to meet the evolving needs of authors, reviewers, readers, and the veterinary internal medicine community. The co-EIC will work collaboratively with the other Co-EIC, the Editorial Board, Associate Editors, ACVIM leadership and staff, the publisher, and editorial office support to ensure that JVIM continues to serve as a respected, high-quality forum for veterinary internal medicine scholarship.

The Co-EIC will be expected to:

1. Provide strategic editorial leadership for JVIM and editorial oversight, including close scrutiny and editing of the accepted versions of manuscripts.
2. Uphold JVIM's standards for scientific rigor, clinical relevance, editorial independence, publication ethics, and timely peer review.
3. Share responsibility for final editorial decisions on submitted manuscripts, including acceptance, revision, rejection, appeals, and complex editorial matters.
4. Oversee and support the work of Associate Editors, including manuscript assignment, performance expectations, and editorial consistency.
5. Recruit, mentor, and engage Associate Editors, reviewers, and other contributors as needed.
6. Promote an efficient, fair, and transparent peer-review process.
7. Work with ACVIM staff, the publisher, and editorial office support on Journal operations, production issues, workflow improvements, policy implementation, and strategic initiatives.
8. Help identify opportunities to strengthen JVIM's reputation, reach, influence, author experience, reviewer engagement, and service to the veterinary internal medicine community.
9. Ensure appropriate handling of conflicts of interest and sensitive editorial matters.

10. Co-lead JVIM Editorial Board meetings twice per year, including an in-person meeting annually at the ACVIM Forum.
11. Provide reports, updates, or recommendations to ACVIM leadership as requested.
12. Serve as an ambassador for JVIM within the ACVIM community and the broader veterinary scientific community.

## **Time Commitment, Term Length and Term Dates**

The anticipated time commitment is approximately 10 hours per week year-round. Tasks include, but are not limited to, manuscript oversight, editorial consultation, regular communication with Associate Editors, publisher, and staff, and participation in scheduled meetings. The role requires consistent engagement throughout the week to ensure editorial work continues to move forward. The Co-Editor-in-Chief will manage > 2,000 emails per year.

The Editorial Board meets twice per year, and there is an operations call with staff once per month. Attendance at the ACVIM Forum in person is expected and is funded by the ACVIM. The contract term runs January 1-December 31 will be 3 years with the possibility of renewal subject to ACVIM policies and mutual agreement.

## **Compensation and Support**

The Co-EIC will receive an annual honorarium as determined by the term contract. Complimentary registration for the ACVIM Forum and travel reimbursement will be provided for attendance at the annual JVIM Editorial Board meeting at the ACVIM Forum, in accordance with ACVIM policies. The Co-Editor-in-Chief will receive editorial office, publisher, and ACVIM staff support.

## **Desired Qualifications**

1. A veterinary degree from an internationally recognized veterinary school and Diplomate status in a specialty relevant to veterinary internal medicine from the ACVIM, ECVIM-CA, ECVN or ECEIM. Preference is for board-certification in a specialty not already represented by the other Co-EIC (LAIM).
2. Scholarly expertise in veterinary medicine as evidenced by an extensive publication record of peer-reviewed articles in high quality veterinary journals, and a demonstrated understanding of the editorial and peer review process.
3. Expertise and experience in veterinary publishing, such as a role as editor or associate editor of a reputable veterinary journal, including evidence of expertise in editing manuscripts.
4. Understanding of the ethical context of publishing, including research ethics, use of animals in research, management of conflicts of interest, scientific misconduct, misuse of authorship, and rights and responsibilities of authors and reviewers.
5. Knowledge of current trends in open access scientific publishing with experience in strategic planning and innovation and the capacity to foresee opportunities and challenges and adapt the Journal to emerging opportunities and new trends in publishing practices.

6. High-quality, well-developed interpersonal skills, including the capacity to be diplomatic and timely in communications with associate editors, authors, reviewers, readers, office staff, and publisher representatives.
7. Broad knowledge of veterinary internal medicine and appreciation for the range of disciplines represented in JVIM.
8. Demonstrated sound judgment in evaluating scientific quality, clinical relevance, methodology, and ethical considerations.
9. Experience mentoring colleagues, leading teams, or managing complex professional responsibilities.
10. Commitment to fair, timely, constructive, and ethical peer review.
11. Strong understanding of publication ethics (COPE guidelines), identification and management of conflicts of interest, and handling of allegations of research misconduct including but not limited to plagiarism and fabrication.
12. Familiarity with electronic manuscript submission and peer-review systems, such as ScholarOne Manuscripts.
13. Reliable access to high-speed internet and the ability to participate in virtual meetings and online editorial workflows.