Managing Editor

The American Physiological Society (APS) is a global leader in expanding knowledge related to biological function. It connects a multidisciplinary community of nearly 10,000 scientists and educators from around the world, driving collaboration and spotlighting scientific discoveries in physiology and related disciplines.

APS is seeking a dynamic Managing Editor who will help drive the growth and strategic development of the APS journal portfolio.

Essential Duties

• Contribute to the strategic development of the APS journals
• Continually strive to raise the profile of the assigned APS portfolio of journals within the scientific community
• Work with others to assess, define and oversee the implementation of strategic plans that will lead to growth in the journals.
• Integrate strategic thinking, demonstrate creativity, and effectively communicate new ideas
• Collaborate with the Editor in Chief, Associate Editors, Editorial Board and the APS publications team, while confidently demonstrating a thorough knowledge of the peer review process
• Work autonomously to develop the journals’ reputation in the market and ensure the ongoing competitive position of the journals.
• Proactively monitor competing journals and industry developments and report on new trends in publishing
• Present innovative ideas that will further enhance the journals
• Manage related workflows that ensure timely and accurate delivery of a high-quality product
• Actively monitor and report on journal performance
• Track Associate Editor and Editorial Advisory Board activity
• Organize and participate in regular planning meetings with editorial team
• Attend occasional in-person and virtual meetings and conferences to represent the journal
• Produce presentations and reports
• Monitor collections and citations
• Perform new Associate Editor training and onboarding, and work with editors to identify and recruit new Editorial Board Members.
Competencies
- Experience in scholarly publishing, specifically in a scientific or medical publishing setting;
- Knowledge of editorial processes, scientific peer review;
- Excellent oral and written communications skills for both scientific and lay audiences, including presentation and collaboration skills;
- Strong prioritization and time management skills and the ability to meet tight deadlines;
- Astute data analysis skills, including creating metrics to track and evaluate journal performance and monitor market trends in order to maintain a competitive advantage;
- Experience in marketing and outreach, including use of social media to build a brand or establish a community;
- Excellent networking skills and editorial acumen;
- Highly motivated and achievement oriented.

Other Duties
Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Education and Experience
- Advanced degree, a Ph.D. while not required is highly preferred
- Scientific publishing experience is required
- Scientific background with a doctoral degree in a field related to biological and/or biomedical sciences is desired.

Please send your resume with cover letter and salary requirement to resume@physiology.org.

APS is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.