

June 2015

Co-editor of *Compare*

Call for applications for two posts

Co-Editor (Strategy and Special Issues)

Co-Editor (Forum)

The Editorial Board of *Compare* is currently looking for two Co-Editors to join Prof Nitya Rao (Managing Co-Editor). The new co-editors will take over from Prof Paul Morris (Strategy and Special Issues) and Dr Yusuf Sayed (Forum), whose terms of office end on September 1st, 2015.

Each appointment is for an initial term of three years, which can be extended for a further term by mutual agreement. Both Editors will have general responsibilities for editing and overseeing processes of peer reviewing, outlined below, and specifically:

Co-Editor (Strategy and Special Issues) will have particular responsibility for promotion of *Compare* and screening and coordinating proposals for Special Issues.

Co-Editor (Forum) will have particular responsibility for the Forum section of *Compare*, including facilitating the development of Forum ideas and proposals and peer review of Forum contributions.

Each Co-Editor will work closely with the Chair of the Editorial Board (Prof Caroline Dyer) and the Editorial Board, and receive administrative support from the editorial assistant. S/he is expected to attend three Board meetings per year and also to contribute to the BAICE Executive as an ex-officio member. An honorarium is paid for the Editorship.

The Co-Editor's responsibilities include:

- On a rotating basis, take the lead in reading/screening papers and communicating with authors as to whether their paper will be included in the peer review process or is rejected because it does not meet initial criteria.
- Management of peer review process (with part-time administrative support from editorial assistant). Approach and appoint reviewers for papers screened.

- Identifying additional/new reviewers in certain areas and assessing appropriateness and quality of reviewers' responses to authors.
- Overseeing Special Issues (no more than two per year): inviting and responding to new Special Issue proposals, liaising with guest editors about peer review process (overall management and editorial decisions on this). This responsibility may be shared with a co-editor.
- Contributing to the writing of the editorial reports for the Editorial Board and BAICE Committee meetings. Attending all editorial board meetings (three per year).
- On a rotating basis, writing editorials for open issues (approximately 2 per year) and developing the shape of each issue (shared responsibility with the other co-editors).
- Liaising with the Reviews Editor, Dr Jenny Parkes (University of London) about reviews for each issue (particularly Special Issues).
- Journal promotion at conferences and presentations at journal editor panels (shared responsibility with other Co-Editors).
- Ongoing critical review of editorial procedures, guidelines for authors and reviewers, *Compare* publicity on website and cover (includes liaison with Routledge/Taylor and Francis) – shared responsibility with other Co-Editors.

Final decisions about the sharing of workloads will be done in conjunction with the other two Co-Editors once the appointment has been made.

Compare is the official journal of the British Association for International and Comparative Education (BAICE) and has six issues per year. Members of the editorial board are expected to be members of BAICE. *Compare* publishes high quality research covering a wide range of issues and geographical areas which are of international significance within international and comparative education. All co-editors, therefore, have a significant role to play in the journal's continuing success, and in maintaining and further enhancing its profile internationally.

If interested, please send your CV together with a statement outlining your area of expertise (including previous editorial experience) and your envisaged contribution to the Journal. Please note that the co-editor should be based in a UK higher educational institution. CVs should be sent to:

supportofficer@baice.ac.uk

Please note: you may be invited for a meeting to discuss your application.

If you would like further information about the editorial process before applying please contact Prof Nitya Rao, Managing Co-Editor (n.rao@uea.ac.uk) or the Chair of the Board, Prof Caroline Dyer (c.dyer@leeds.ac.uk).

DEADLINE FOR RECEIPT OF APPLICATIONS: 15TH JULY 2015