



Call for Applications

The American College of Obstetricians and Gynecologists is accepting applications for the position of Associate Editor, Obstetrics of *Obstetrics & Gynecology*.

Responsibilities

- Work with the journal's Editor-in-Chief, Deputy Editors, other Associate Editors, Managing Editor, and editorial staff to facilitate the timely disposition of peer review. Carefully evaluate assigned submissions drawing on knowledge of the field, consideration of the reviewer comments, and consultation with other editors.
- Maintain confidentiality and protect the topics and manuscripts prepublication.
- Participate in a weekly conference call with the Editor-in-Chief, Deputy Editors, other Associate Editors, and editorial staff to discuss manuscripts under consideration for publication and other journal initiatives.
- Participate in retreats and meetings with staff and Editors to monitor goals and evaluate processes.
- Represent *Obstetrics & Gynecology* at meetings of editors and other scientific meetings; coordinate activities with the Editor-in-Chief.
- Lead Editorial Board committees as appropriate.
- Other mutually agreed upon duties that will benefit the journal.
- Help develop and solicit content for *Obstetrics & Gynecology*.

Qualifications

- A medical degree, membership in the American College of Obstetricians and Gynecologists, and a current or past academic appointment in obstetrics and gynecology
- Broad, in-depth knowledge of the practice of obstetrics, its leadership, and current trends and advances
- Strong evidence of scholarly pursuits in the field of obstetrics
- Understanding and depth of experience in clinically focused research
- Substantial experience in writing, editing, and reviewing scientific articles for publication
- Ability to evaluate manuscripts electronically and edit manuscripts using Microsoft Word
- Knowledge of web and mobile applications and e-publishing
- Knowledge of electronic manuscript submission and the peer review process

To apply, please submit your curriculum vitae and a cover letter with qualifications and reasons for interest in the position to Stephanie Casway, Managing Editor, at scasway@greenjournal.org. Please refer to this job description.

All completed applications must be received on or by **June 1, 2023**.