EDITORIAL BOARD ROLE:

Associate Editor, Perspectives
Three-year term

BASIC FUNCTION:

The Associate Editor, Perspectives, oversees content development of the monthly Perspectives series.

PRINCIPAL RESPONSIBILITIES:

1. Solicit, review and edit content and supplemental materials (images, video, charts, tables, references) for the NeoReviews Perspectives series: Historical Perspectives, Educational Perspectives, or Perinatal Profiles.

2. Assist editor in accepting / rejecting content, utilizing new web resources for content management as they are introduced.

3. Contribute ideas for developing new Perspective categories / topics.

4. Participate in the editorial process / workflow of the journal, including biweekly production calls.

5. Attend the annual meeting of the editorial board and report on the editorial process under your purview.

6. Solicit advice, ideas and opinions from colleagues regarding journal policy, direction, material and design.

7. Notify the NeoReviews Editorial Office of extended vacation periods that may interfere with ability to fulfill board member responsibilities.

Revised 1/25/2017