

# American Society of Brewing Chemists

<b>Job title</b>	<i>Journal of the American Society of Brewing Chemists Editor in Chief</i>
<b>Reports to</b>	<i>ASBC Board</i>

## **Job purpose**

The *Journal of the American Society of Brewing Chemists (JASBC)* Editor in Chief is responsible for providing and securing technical content for publication in the Association's quarterly publication. The position works closely with ASBC headquarters staff in developing, soliciting, and securing publication materials.

## **Duties and responsibilities**

### **Develop the journal and ensure scientific integrity.**

- Establish, in consultation with the ASBC Board, Publications Committee Chair, and Publications Director, the general editorial and publications policies and procedures for *JASBC*.
- Solicit and secure sufficient articles that are acceptable for publication in the *JASBC*.
- Actively acquire new and relevant content through various industry channels, e.g. attendance at industry meetings, outreach to committees and other organizations, etc.
- Solicit and select manuscript reviewers.
- Work with ASBC committees to develop annual plans for content generation, production, and dissemination.
- Consult with the ASBC Board, Treasurer, and appropriate staff on matters that pertain to the activities of *JASBC* and other relevant publications.

## **Qualifications**

Qualifications include:

- Minimum of 10 years of brewing experience
- Ph.D. in science/engineering or related fields
- Degree or diploma/certificate in brewing sciences is a plus
- Experience in publications is a plus
- Proficient at WORD, Excel, PowerPoint, Outlook
- Excellent oral and written communication skills
- Diplomatic and collaborative in interactions with others
- Understand group dynamics and work well in a volunteer team environment

## **Working conditions**

The Editor in Chief is a contract position that reports to the ASBC Board of Directors. The Board will develop annual Performance Indicators to evaluate expected deliverables. The position works closely with the ASBC headquarters staff to develop budgets, create products, ensure efficient and seamless execution, create member value, and meet members' needs. The position also liaises with appropriate ASBC committees. Additional assignments and duties to fulfill the job purpose are possible and would be jointly agreed upon. Pre-authorized travel will be covered by ASBC. Office and other business expenses (internet, insurance, computer, supplies, etc.) are the contractor's personal responsibility.