



## **Call for Applications Editor-in-Chief/Co-Editors Canadian Journal of Higher Education**

The Board of Directors of the [Canadian Society for the Study of Higher Education](#) invites applications and nominations for Editor-in-Chief (Editor) or a team of Co-Editors of the [Canadian Journal of Higher Education \(CJHE\)](#). The Board of Directors has appointed a Search Committee to select Editor(s) for the Canadian Journal of Higher Education. The editorship is a three-year term and renewable, upon mutual agreement between the CSSHE and the editor.

Established in 1970 and owned by the Canadian Society for the Study of Higher Education, CJHE is the flagship journal of peer-reviewed research on higher education in Canada. While owned and supported by the CSSHE, the CJHE maintains editorial autonomy for the Journal contents and publication processes. The Journal is published as a subscription free, advertising free, on-line, open access publication through the Open Journal System (OJS). The Journal has Book Review Section Editor, Managing Editor, and Copy Editing staff positions filled. The services of the staff and website development are currently covered by a SSHRC Grant. Other activities, not covered by the SSHRC Grant, can be supported after an approval from the CSSHE Board of Directors from a Reserve Fund.

### **Responsibilities**

The Editor(s) will be expected to assume the following responsibilities:

- Align with the values of CSSHE around transparency, collegiality, professionalism, diversity, and inclusion.
- Simultaneously sustain and enhance the stature of the *Canadian Journal of Higher Education* as a preeminent, general audience journal within higher education in Canada and the broader higher education community, while also thinking innovatively about the future of the Journal.
- Work in conjunction with the Editorial Team to interact with researchers and scholars to solicit, select, adjudicate through a confidential peer review process, and oversee production of articles of high quality, consistent with the goals of CJHE, and the requirements as specified in the Guidelines for Authors.



- Deliver 3 issues, with 1 additional special issue, of the Journal published on time, according to a set schedule, ensuring that the requisite number of manuscripts (24-36) are published per year.
- Be a part of an editorial team that will maintain the highest ethical standards. Editorial team members will sign statements to this effect and attesting to no conflict of interest with the CSSHE or the *Journal*.
- Develop and maintain an Advisory Board for the Journal that reflects the geographic and institutional diversity of scholarship from across Canada.
- Serve as an ex-officio member of the CSSHE Publications Committee.
- Collaborate with the CSSHE Awards Committee annually to determine Sheffield Award nominees and awardees.
- Provide quarterly updates to the CSSHE Board on the CJHE's performance and operation and present at the Annual General Meeting (AGM) (remotely or in-person).
- Collaborate in the financial oversight and reporting to CSSHE for the management of the SSHRC grant and the reserve fund for the work of the Journal. The incoming editor will be expected to apply for SSHRC funding renewal in the next cycle (June, 2025).
- Promoting the journal at conferences and through your own networks, by encouraging and inviting relevant manuscript submissions.

## Qualifications

The ideal candidate will be expected to satisfy the following criteria:

- Hold a doctorate in a related discipline.
- Hold an academic or academic administrative appointment at a Canadian post-secondary institution.
- Be an accomplished researcher and affable colleague who is recognized nationally and/or internationally in the field of higher education.
- Have prior experience in the publication process, as an author and preferably previous editorial experience.
- Have a wide knowledge of issues and trends in higher education in Canada and a broad view of current research in the field.
- Be able to recognize excellence of scholarship, setting aside their own preferred research paradigms or approaches.
- Have fluent written, verbal, and aural language skills in English and/or French.



The Board wishes to make an appointment at its AGM in June 2024, or as soon as possible thereafter.

Interested candidates are invited to send:

- A cover letter of **up to 1,000 words** summarizing their qualifications relative to the criteria stated above;
- A vision statement for the editorship;
- A CV (for each candidate, if proposing Co-Editors);
- An indication of institutional support from each candidate's home institution.

Within the scope of their work for CSSHE, editors of CSSHE publications should be committed to respecting and enhancing diversity in terms of interest areas, institution types, geographic representation, gender, ethnicity, and national origin.

**The review of applications begins on May 15, 2024. Please send any questions and applications to Tim Howard, Director of Administration at [csshe-scees@csse.ca](mailto:csshe-scees@csse.ca).**