

## **EARMA Editorial Board: Call for Volunteers**

**Contribute – Influence - Change**

# **EARMA**

European Association of  
Research Managers and Administrators

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### **Introduction**

The EARMA Board has decided to set up an Editorial Board in EARMA, to edit the newsletter LINK and to contribute to the EARMA communication on the EARMA website and in general. We now invite EARMA members to apply to join this Board. The mission of the Editorial Board is to improve the EARMA communication and to provide our members with up-to-date issues of LINK, dealing with research management, the professional agenda, dilemmas and events. The Board will be chaired by an EARMA Board member. Members of the Editorial Board will be acting on a voluntary basis.

### **The main objectives will be to;**

1. Critically read manuscripts submitted to LINK and provide timely recommendations regarding their suitability for publication. Board members may provide suggestions and criticisms with the goal of strengthening the merits of submitted manuscripts.
2. Make recommendations for future manuscripts and potential authors to approach and contribute articles of their own (when relevant).
3. Improve EARMA communication through new and existing medias, hereunder review the EARMA website with recommendations for improvements
4. Give consultations on other EARMA publications and communication
5. The LINK Board communicates via email and conference calls and EARMA open-net.
6. Attend annual EARMA conference Editorial Board meeting and other activities.
7. Approximately 4-5 hours per month on average required.

### **What in it to me?**

In return for your commitment, there will be a number of opportunities to;

- Broaden your expertise in Framework and European issues
- Increase the profile of you and your home institution within Europe
- Develop professionally and gain personal satisfaction
- No fees or reimbursements will be paid

### **Qualifications**

As a result of this call, we would expect 5 volunteers that meet the above Qualifications:

1. Comprehensive knowledge of, and experience in, the field of research administration.
2. Prior experience in writing and/or editing scholarly articles preferred.
3. English at a mother tongue level or Advanced degree preferred.
4. Must be an EARMA member.

### **Selection criteria:**

The EARMA Editorial Board will be selected by the EARMA Board, who will ensure that the Editorial Board comprises members from all over Europe, and that the profile of the members of the Board reflects the membership: Universities, research institutions and service providers. Selected members shall be appointed initially for 2 years.

### **How to Volunteer for the Working Group**

To be considered for the Editor Board, members must provide a brief summary, maximum one page plus a one page CV, outlining the knowledge and experience, explaining how they meet the Editorial Board tasks. Please e-mail your application (maximum of 1 A4 pages) to [webmaster@earma.org](mailto:webmaster@earma.org) before **28.9.2010**.