Global Recruitment: Executive editor-in-chief position available at “Journal of Arid Land” (JAL), Xinjiang Institute of Ecology and Geography, Chinese Academy of Sciences

Position

- Executive editor-in-chief, full time, one position

Duration of Employment

- 5-year contract (with a possibility of extending the contract after 5-year service)

Duties and Responsibilities

- Overseeing the editorial office to ensure efficient operations of the office;
- Assuring the qualities of all publishing papers and the timely release of each issue;
- Managing all other relevant matters including: ① communications with publishers and sponsors; ② budget proposals; ③ solicitations of high-quality contributors (authors) and high-quality reviewers.

Competences and Skills

- English as the mother tongue (i.e., native English speaker);
- University professor or associate professor or an equivalent (including retired) in the countries where English is the official language (note: experience in editing or guest-editing academic journals is highly preferred);
- Demonstrated strong credentials in scientific researches and in academic publications;

Compensation and Benefits

Annual salary: ¥300,000–¥350,000 (RMB) / $47,000–$55,000(USD)

Required Materials
• Application form [click here to download];
• A full CV including education, work experiences, major academic achievements (especially research grants and academic publications), and a brief description of your qualifications related to this position;
• Proofs of your employments, copies of qualification certificates (e.g., diploma) and ID card or passport;
• Reference letters from three professionals in the relevant research areas.

Application Procedure

• Send your CV, cover letter, reference letters and other documents as required to the contact person.
• Only applicants who are shortlisted will be contacted.

Contact Info

• Contact person:
  • Ms. ZHANG Haiyan
• Mailing address
  • Xinjiang Institute of Ecology and Geography, Chinese Academy of Sciences
    818 South Beijing Road, Urumqi 830011, P R China
• Phone: +86 991 788 5369
• E-mail: hyzhang@ms.xjb.ac.cn
Global Recruitment: Managing editor position available at “Journal of Arid Land” (JAL), Xinjiang Institute of Ecology and Geography, Chinese Academy of Sciences

Position

- Managing editor, full time, one position

Duration of employment

5-year contract (with a possibility of extending the contract after 5-year service)

Duties and responsibilities

- Managing the editorial office to assist the editor-in-chief in administrating the day-to-day operations;
- Enforcing the journal’s policies and procedures including schedule keeping (i.e., deadlines) and quality controlling;
- Acting as liaison between the editorial board and the external parties and ensuring maximal dissemination of the JAL-published contents;

Key Competences and Skills

- Excellent language skills (both English and Chinese);
- Master’s degree or higher qualifications in geography or ecology awarded by institutions in the countries where English is the official language;
- Experiences of publishing articles in peer-reviewed international journals in geography or ecology or other relevant fields;
- Demonstrated successful experiences in editing an international journal and managing an editorial office.

Compensation and Benefits

- Annual salary: ¥100,000–¥160,000 (RMB) / $20,000–$25,000(USD)
Required Materials

- Application form (click here to download);
- A full CV including education, work experiences, major academic achievements, and a brief description of your qualifications related to this position;
- Proofs of your employments, copies of qualification certificates (e.g., diploma) and ID card or passport;
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