Managing Expectations with your new EIC
Topics for Discussion

What should be included in an EIC’s contract?

- Employment Status
- Non-compete and COI
- Compensation Structure
- Other Benefits
- Term
- Roles and Responsibilities
- Work Schedule
- Reporting Structure
- Termination
Be Clear.....

- Employment Status:
  - Title
  - Full time, staff
    - How many hours?
  - Part time, staff
    - How many hours?
  - Contractor vs Consultant: there is a difference!
  - Volunteer

Be specific as to not only type of employment but also title and appointment scope

“ABC Inc. appoints Dr. Jones ("Editor") to serve as Editor in Chief of DEF Journal (an academic publication owned by ABC Inc.) and Editor agrees to serve according to terms and conditions....”
Consistent.....

- Compensation Structure
  - W2/1099

- Other Benefits
  - Operating systems (computer/phone)
  - On-site Office/Virtual set-up
  - Travel expenses
    - Annual stipend
    - Class of air to be covered
    - Allowable expenditures
    - Insurance: wrongful acts claims, OE, liability coverages
    - Medical/Life insurance

- Term
  - Specific start and end date
  - Renewable? Extensions available?
  - Allow for length of time to enable change and consistency
  - Create a succession plan and document it
  - Mention termination, detail terms of termination separately
Roles and Responsibilities

- Set clear goals, expectations, and objectives for this role, providing details
  - Editorial content development: be publication specific if multiple publications exist
  - Editorial Board structure and building
  - Strategic leadership: publication or organization?
  - Review process involvement: decision only?
  - Rainmaker
  - Coverage for duties when OOO or unavailable
  - Establish Measurements of success

Expected Communications

- With editorial staff
- With editorial board
- With society leadership
- With society BOD

Non-compete and COI

- Other EIC roles allowed
- Other Industry/trade/association appointments allowed
- Any allowed should not interfere with effectiveness, or interfere/injure society
- Editor’s work: outline ownership of rights, title, copyright of material prepared by EIC while a professional relationship exists with the society

Work Schedule

- Office on-site or virtual
- Regular hours
- Acceptable metrics should determine
Communication is Key

Reporting Structure
• To EIC

• EIC to Leadership
  • Board of Directors
  • CEO/CGO/COO
  • None of the above, complete autonomy

Termination
• By society
• By employee
Considerations

Remember

• Every journal must differentiate itself in the community to remain competitive
• It is the responsibility of the society to provide parameters for execution of the EIC role to best serve its constituency
• The Editor in Chief is the most critical party in publishing a peer-reviewed journal:
  • Champions the journal and organizational mission/vision
  • Trustworthy and reliable
  • Lightning rod for best papers and latest research
  • Ambassador for the journal: scientific “face” of the organization
• A contract is highly recommended: prepared by society’s lawyers and reviewed by the EIC’s lawyers
Ask