What I Do: SLAS Director of Global Publishing

• Two Peer-Reviewed Scientific Journals (16 X/year)
• Weekly E-News Brief
• E-Zine
• Social Media
• Website
• SLAS Senior Team
Where I Do It

- Business-Related Travel (4 Weeks) 8%
- Other Personal Travel (4 Weeks) 8%
- Land O' Lakes, WI (5 Weeks) 10%
- Manitowoc, WI (32 Weeks) 61%
- Austin, TX (7 Weeks) 13%
Who I Do It With

- Senior Team Business: 25%
- SAGE Publications & EICs: 25%
- Editors, Authors, Reviews & Editorial Board Members: 35%
- MarCom Manager & Other SLAS Business: 15%
How I Do It

• 90% E-Mail
• 5% Face-to-Face In-Person
• 2.5% WebEx
• 2.5% Telephone
All Hail the WiFi Hotspot and VoIP!
Understand Your Work Environment
Ensure Everyone’s on the Same Page

• Define Expectations
  • Availability?
  • Functional parameters?
  • Metrics?

• Understand Stakeholders and Maintain Good Relationships
  • Who do you report to?
  • Who reports to you?
  • Volunteers?
  • Service providers?
Understand Yourself
Leverage Your Personal Strengths / Shore Up Your Weaknesses

• Comfort level with written communications
• E-mail management
• Balance independence and collaboration
• Admin support
• Establish (and maintain) a routine that works for you
Understand Your Goals
What will working remotely achieve for you?

- Independence?
- Freedom?
- Flexibility?
- Career advancement?
- Career leverage?
Continuing Education
Don’t get left behind!

• Professional organizations (CSE, ISMTE, SSP, AM&P, ASAE)
  • Listservs
  • Online and print publications (Scholarly Kitchen, CharityHowTo, Science Editor)
  • Conferences
  • Networking
• Community colleges
• Online resources (YouTube how-to videos)
• Local networks
Flexibility and Discipline

It’s up to **YOU** (not your employer) to:

- Be knowledgeable
- Keep pace with trends and best practices
- Adjust and adapt to fit in
- Make the situation work
- Be a relevant and essential component of your organization