

Position of Managing Editor, *Journal of the Royal Nova Scotia Historical Society*

The *Journal* of the Royal Nova Scotia Historical Society has advanced scholarship on the history of Nova Scotia since 1998 (and in previous forms going back another 120 years), making articles on a wide spectrum of important and pertinent subjects available to our members, and to the broader community. The Society plans to appoint, as an unpaid volunteer position, a Managing Editor for the *Journal*. The Managing Editor will assist the Editor, on the following basis:

The Editor will continue to determine (with peer review) the acceptability or otherwise of submitted manuscripts, will evaluate necessary revisions to the submissions, will initiate policy for the *Journal* (in consultation with the Editorial Board and subject when necessary to confirmation by the Society's Council), and will be the leading decision-maker in any other matters concerning the *Journal*.

The Managing Editor will have an administrative role, coordinating the peer review process in consultation with the Editor (including locating appropriate peer reviewers, conducting correspondence with them, and encouraging them to report in a full and timely manner), maintaining communication with the Copy Editor, supervising printing and distribution, and generally supporting the publication process of the *Journal* in all respects in collaboration with the Editor, the Genealogy Editor, and the Book Review Editor.

The position of Managing Editor will be suitable for a person in the early stages of an academic or History-related career, who has a substantive familiarity with Nova Scotia history. While current graduate students may be considered, a completed graduate degree (ideally at doctoral level) will be an asset. Because there may be a possibility (though subject to a selection process to be determined when the eventuality arises) of ultimately moving into the role of Editor, preference will be given to candidates who have a reasonable expectation of remaining in Nova Scotia for an extended time. The person appointed must be, or be willing to become, a member of the Royal Nova Scotia Historical Society.

In order to be considered, applications or nominations (accompanied by a *curriculum vitae* and covering letter) must be received by the Society's Vice-President, Publications, at john.reid@smu.ca, by 4 January 2021.