



# ISHLT

A Society that Includes Basic Science, the Failing Heart, & Advanced Lung Disease

## EDITOR-IN-CHIEF POSITION DESCRIPTION

### *The Journal of Heart and Lung Transplantation (JHLT)*

### The Official Publication of the International Society for Heart and Lung Transplantation (ISHLT)

#### AIMS AND SCOPE OF *JHLT*

*The Journal of Heart and Lung Transplantation*, the official publication of the ISHLT, brings readers essential scholarly and timely information in the field of cardio-pulmonary transplantation, mechanical and biological support of the failing heart, advanced lung disease (including pulmonary vascular disease) and cell replacement therapy. Importantly, the Journal also serves as a medium of communication of pre-clinical sciences in all these rapidly expanding areas. For specific information on current manuscript categories described in the Instructions to Authors, see <https://www.jhltonline.org/content/authorinfo>.



#### ORGANIZATIONAL STRUCTURE

The Editor-in-Chief has oversight of the editorial board of the *JHLT*. The EIC is responsible for ensuring that the editorial board is structured and populated in a manner that best equips it to carry out the mission of the Journal in a timely manner that allows for publishing of the highest quality papers.

The Editor-in-Chief works in collaboration and consultation with the ISHLT Publications Oversight Committee and, by extension, the ISHLT Board of Directors.

The Editor-in-Chief sits on the ISHLT Publications Oversight Committee (POC) and reports key performance indicators to the POC. The POC will periodically evaluate the performance of the Editor-in-Chief in consultation, as needed, with the ISHLT Board of Directors, using criteria including strategic direction, metrics, and the success of the *Journal*. The EIC may present challenges and opportunities within the Journal to the POC for advice and consultation. All editorial board appointments requested by the EIC require POC approval.

#### DESCRIPTION OF RESPONSIBILITIES

The Editor-in-Chief shall strive to:

- Publish the most authoritative, impactful, and highest quality articles within the scope of the *Journal* and the professional portfolio of the ISHLT.
- Identify emerging areas of importance and actively solicit the best work being done in those areas for submission to *JHLT*.
- Promote the scientific exchange of ideas to advance the field of advanced heart and lung disease.
- Remain aligned with the strategic direction and structural requirements of the ISHLT.



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## EDITORIAL RESPONSIBILITIES

The EIC, upon the advice of the Editorial Board, shall have complete and final authority for the selection, editorial modification, and quality of all materials published. The EIC is free to retain, adapt, or change article categories and/or requirements, such as word limits.

The specific responsibilities of the EIC shall include:

- Establishing, in consultation with the ISHLT Publications Oversight Committee, the Editorial Board of the *Journal* (Deputy Editors, Section Editors, Digital Media Editors, Social Media Editors, Statistical Editors, and Editorial Board members at large), consisting of distinguished international researchers and clinicians across the spectrum of cardio-pulmonary basic, translational, and clinical research and clinical practice.
- Maintaining a diverse pool of reviewers for the *Journal* that encompasses the international and multi-disciplinary identity of the ISHLT. This may include periodic calls for new reviewers from the ISHLT membership and beyond generally or in specific specialty areas.
- Working with the Society and the Publisher to develop strategies for editorial development of *JHLT*, including improvements to the features of the Publisher's journal website; developing plans and strategies to attract the most impactful science in support of the journal's Impact Factor; attending strategy and planning meetings arranged by the Society or the Publisher; and maintaining full and transparent communications and a positive working relationship with the ISHLT Publications Oversight Committee, Board of Directors, ISHLT staff, and the publisher.
- Collaborating with the Editor-in-Chief and leadership of the Society's Open Access journal, *JHLT Open*, to ensure ongoing information sharing and a smooth flow of papers from *JHLT* to *JHLT Open*. The EICs of both journals may offer advice to the Society and the Publisher about the success of both publications.
- Participating in discussion with the publisher and potential publishers as needed to improve *JHLT's* processes or performance and ensure the *Journal* is competitive with related journals in the cardiovascular, pulmonary, and transplantation spaces.
- Engaging the Editorial Board in discussing continuous improvement and development of the *Journal* and improving their understanding of criteria for selecting papers and expanding coverage in new areas.



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- Arranging appropriate, timely, and efficient peer-review procedures for the contributions submitted for publication in the *Journal* and utilizing the manuscript tracking system (currently Editorial Manager) provided by the Publisher (currently Elsevier).
- Preparing an annual or semi-annual report to the ISHLT Publications Oversight Committee and Board of Directors, showing the acceptance rate, rate of submission, origin of submitted and accepted papers, time lag to first decision and final decision, and other statistics that will indicate the health of the Journal.
- Ensuring that his or her conduct conforms to the highest standards of professional conduct and scientific integrity, is consistent with all applicable laws and regulations, and reflects positively on the ISHLT; and promoting the same standards of conduct by the Deputy and Section Editors, and all other members of the editorial team.
- Following the conflict-of-interest policy for the *JHLT* EIC, including appointing and using guest editors to provide the EIC role for any articles in which the EIC has a conflict of interest.
- Securing from all members of the Editorial Board Conflict of Interest disclosures and submitting his or her own Conflict of Interest statement annually to the ISHLT per the latest COI policies.

## **TERM**

The Editor-in-Chief's term is for 5 years, renewable once at the discretion of the ISHLT Publications Oversight Committee and the ISHLT Board of Directors.

## **HONORARIUM**

ISHLT provides for a competitive stipend to cover costs associated with the operation of the *JHLT* editorial team, including a stipend for the Editor-in-Chief.

## **EDITORIAL BUDGET**

The Editor must adhere to the Editorial Budget, which includes the honoraria for any Editorial Board positions as well as office support for the work of the Editor-in-Chief. The EIC must notify staff in August of each calendar year if there are any desired increases in the budget for honoraria.