Call for Applications  
*NACADA Journal* Co-Editor(s)  
Term of Office: October 2020-October 2023  
Update Nov. 1, 2019

The *NACADA Journal* Editorial Board is seeking nominations/applications for two Co-Editors of the *NACADA Journal*. The selected Co-Editors will assume responsibilities at the Annual Conference in October 2020. The term of office for this volunteer position is three years, with an opportunity for a second term. The Co-Editors work closely with the Journal’s Managing Editor, meeting regularly to address process and publication concerns. The *NACADA Journal* publishes two issues per year.

**Mission of the NACADA Journal**

The mission of the *NACADA Journal* is to advance the field of academic advising through the publication of peer-reviewed research and scholarship that contributes to our understanding and improvement of the learning experiences of all students within an academic advising context.

**Advancing the Field through Inclusive Research and Scholarship**

The *Journal* encourages submission of original empirical, theoretical, and philosophical works that add to the discourse about the research, theory, and practice of academic advising and is applicable and transferable to multiple higher education contexts. The *Journal* especially values and encourages scholarship that examines the contextual and cultural diversity of higher education to support equity for all students in the academic advising experiences.

The *Journal* offers academic and student affairs leaders, administrators, faculty members, and academic advising practitioners’ insight into contemporary thinking and perspectives about academic advising from scholars representing all disciplines and fields of study. The original research adds to the growing body of evidence that connects academic advising to gains in student learning and success and informs the practice of academic advising as integral to the teaching and learning missions of institutions of all types.

**Considered Criteria:**

- Knowledge of academic advising as a profession and as a field of research
- Experience as an academic advising practitioner or administrator
- Evidence of publication in relevant peer-reviewed journals
- Prior experience with editing and/or reviewing manuscripts for publication
- Familiarity with APA and other relevant style guides

**Requirements:**
• Co-Editors must be members of NACADA: The Global Community for Academic Advising at the time of their appointment and must maintain membership throughout their terms.

• Co-Editors must also:
  o Commit to participating in the review process to shepherd appropriate manuscripts through to publication. The Journal receives approximately 50 manuscripts per year; Editors are involved in desk review decisions and final manuscript dispensation.
  o Commit to using the Peer Track system for manuscript submission, reviewing, and editing.
  o Commit to adhering to the Inclusive Language document adopted by the Editorial Board.
  o Commit to engagement as an active member of the Association through participation in conference activities (Annual Conference participation is expected and Regional/Local Conference participation strongly encouraged).

Roles and Responsibilities of the Co-Editors:
The Co-Editors of the NACADA Journal have responsibility for the consideration of manuscripts for publication. In this regard, they review manuscripts and make determinations regarding their disposition for further consideration through the peer-review process. Co-Editors have final decision-making authority for all manuscripts submitted for consideration. The Co-Editors participate in the identification and selection of reviewers and support reviewer development. The Co-Editors are responsible for chairing the Editorial Board meeting at the NACADA Annual Conference and for preparing the annual report on the status of manuscripts, Journal issues, and activities to support the development of authors and reviewers. (A complete position description is available upon request)

Application Process
To be considered for one of the Co-Editor positions, submit
  • A current curriculum vita or resume
  • A letter of interest that reflects experience in relevant areas as well as your vision for the NACADA Journal as a Co-Editor.

The current Co-Editors, Susan Campbell and Sharon Aiken-Wisniewski, are available to discuss this opportunity.

Letters and materials should be sent electronically to:

Ashley Thomas
Assistant Director of Resources
Managing Editor: NACADA Journal & NACADA Review
ashleythomas@ksu.edu
Applications received by February 1, 2020 will receive full consideration. Applicants will be notified of their application status no later than April 1, 2020.