

Role Description

Post:	Editor in Chief of <i>Eye</i>
Responsible to:	Chair of the Scientific Committee
Appointment term:	Five years, renewable for a further five years (subject to formal agreement)
Honorarium	This is a voluntary position. The postholder will receive an honorarium in recognition of their time and expertise.

The Royal College of Ophthalmologists (RCOphth) is a membership organisation and the voice of the profession, with over 4,000 members in the UK and overseas. Our role is to champion the specialty, set standards of training and practice, and influence change to make a difference to the lives of patients with eye conditions.

As the RCOphth's flagship scientific journal, *Eye* seeks to advance the science and practice of ophthalmology and provide high quality articles, of academic rigour, on the latest global clinical and laboratory-based research. Whilst principally aimed at the practising ophthalmologist, the journal contains material of interest to a wider readership including optometrists, orthoptists, other health care professionals and research workers in all aspects of the field of visual science worldwide.

Role summary

Appointed by the Scientific Committee, the Editor in Chief of *Eye* is delegated full responsibility for the strategic development of the journal consistent with the RCOphth's charter and general policies. The RCOphth relies on the Editor in Chief to ensure the journal content is of high quality and the editorial review process is both timely and fair. To carry out these duties the Editor in Chief has the following authorities:

- To appoint Editorial Board members, in consultation with the Managing Editor, to carry out the editorial operations of the journal
- To make final decisions on editorial content and adjudicate appeal requests
- To make minor adjustments to the scope of the journal in response to changes in the research community served by the journal
- To propose significant changes to the scope of the journal to the Scientific Committee in response to changes in the research community served by the journal

Duties and responsibilities

The Editor in Chief is responsible for driving *Eye's* strategic direction in collaboration with the Managing Editor, the Editorial Board and Publisher. As champion/advocate of the journal, the Editor in Chief is tasked with upholding its reputation within the ophthalmic community, whilst also ensuring that the published material aligns with the journal's editorial strategy and policies.

The Editor in Chief is responsible for all material published in *Eye*, ensuring it is of high quality and relevant to the readership. In addition, the Editor in Chief has the following responsibilities:

- Collaborate with the Director of Quality Improvement and Research, Managing Editor, and Publisher to develop the journal in line with the evolving needs of the RCOphth and its readership
- To commission high-quality content from established authors, foster organic submissions, and create special content and collections
- To represent and champion the journal and encourage potential authors at meetings and conferences
- To maintain and improve the journal’s standing among ophthalmic journals, measured by impact factor, ranking, and other metrics
- To provide support and advice to the Editorial Board as necessary
- To triage submitted manuscripts to ensure they are within the journal’s remit
- To monitor the progress of manuscripts to ensure timely processing with help from the editorial office
- To ensure that the review process is carried out with fairness and integrity and that procedures for exposing and managing conflicts-of-interest or misconduct are in place and adhered to
- To coordinate with the editorial office and publishing staff to ensure prompt processing of accepted manuscripts to publication
- Chair regular editorial board meetings (currently twice a year; one in-person at the RCOphth Annual Congress and one via Zoom) and attend quarterly editorial meetings with the Managing Editor and Publisher
- Attend at least one Scientific Committee meeting per year
- Write an ‘Editor’s Choice’ article for the RCOphth’s quarterly membership publication, *College News*
- To support the development of the cascade journal, *Eye Open*.

Working relationships

- Managing Editor and Editorial Assistant
- Publishing partner (currently Springer Nature)
- Director of Quality Improvement and Research
- Editorial Board
- Chair of the Scientific Committee
- Editor in Chief of *Eye Open*

Person Specification

	Criteria
Knowledge, Qualifications and Experience	<ul style="list-style-type: none"> • Medical degree and specialty training in ophthalmology
	<ul style="list-style-type: none"> • Research degree
	<ul style="list-style-type: none"> • Experience of clinical care delivery, within the NHS or equivalent
	<ul style="list-style-type: none"> • Broad knowledge of and a strong publication record within the field of ophthalmology and vision sciences
	<ul style="list-style-type: none"> • Extensive experience as a peer-reviewer and senior board member for a reputable scientific journal
	<ul style="list-style-type: none"> • Awareness of developments and trends within academic publishing
	<ul style="list-style-type: none"> • Access to UK and international networks that can be called upon for review and editorial duties
	<ul style="list-style-type: none"> • Excellent written and communication skills

Skills and Abilities	<ul style="list-style-type: none"> • Ability to guide a team of Associate Editors
	<ul style="list-style-type: none"> • Commitment to equity and diversity and understanding of how this applies to own area of work
Other	<ul style="list-style-type: none"> • Capacity to administer content for the journal (estimated time commitment of 3-5 hours per week)
	<ul style="list-style-type: none"> • Capacity to respond to editorial queries promptly
	<ul style="list-style-type: none"> • Member of The Royal College of Ophthalmologists

Training

Training in editorial processes and the online manuscript system will be provided.

Travel Expenses

The Editor in Chief is entitled to expenses to cover attendance at editorial board meetings as well as an annual travel allowance to fund attendance at meetings where they promote the journal (considered on a case by case basis and agreed in advance with the Managing Editor). A budget is provided for this activity.

Inclusion and Diversity statement

The RCOphth is committed to encouraging inclusion, equity and diversity among our staff, and eliminating unlawful discrimination, harassment and victimisation by complying with the Equality Act 2010. We want a working environment where individual differences and the contributions of all staff are recognised and valued. To do this, we will proactively tackle discrimination and disadvantage and ensure that no individual or group is directly or indirectly discriminated against for any reason. We expect all employees to champion and live our values through their work at every opportunity.

Our values are:

Inclusion

- actively welcoming a diversity of experiences and perspectives
- everyone being respected and encouraged to participate regardless of their background or role

Integrity

- being open and honest, demonstrating accountability in all its work
- evidenced-based and transparent decision-making, utilising a range of data, information, expertise and experience

Innovation

- creating novel opportunities to advance and deliver on its aims, anticipating changing circumstances

- actively welcoming fresh ideas and approaches
- fostering a climate of ambition and excellence drawing on expertise from across the College's communities

Improvement

- being a learning organisation, reflecting on both successes and mistakes
- continuous and sustainable development across all its activities

Application

Applications should be submitted by email to the Managing Editor, Mr Steve Beet, steve.beet@rcophth.ac.uk

The closing date for applications is **17.00, 24 March 2025**