

## **Call for Applications**

### **Editor-in-Chief of the Scholarly Publication *Communication Design Quarterly (CDQ)***

The Association for Computing Machinery (ACM) Special Interest Group on Design of Communication (SIGDOC) is seeking an editor-in-chief and institutional home for its peer-reviewed scholarly publication *Communication Design Quarterly (CDQ)*.

#### Overview of CDQ

*Communication Design Quarterly* is published four times a year (Winter, Spring, Summer, and Fall) and publishes research articles, commentaries, case histories/studies, teaching approaches, and annotated bibliographies on applied research and theory related to the area of communication design – writ large (e.g., usability and user experience design, technical and professional communication, information design, etc.). This editorial position is an executive committee appointment, and the editor-in-chief would serve as a voting member on SIGDOC's Executive Board.

#### Requirements for Applicants

The new editor-in-chief should be

- An accomplished scholar with a research agenda that focuses on or a background related to communication design (e.g., usability studies and user experience design, technical communication, information design, etc.)
- A tenured member of the faculty at her or his institution
- An individual who is conversant with and committed to the goals of the organization

**Note:** While applicants do not need to be current members of ACM SIGDOC, the selected editor will need to become a member of SIGDOC (if not already one) prior to assuming the editorship of *CDQ*.

#### Responsibilities of Editor-in-Chief

The duties of the editor-in-chief will include

- Representing the publication at different events (e.g., the SIGDOC annual conference)
- Soliciting manuscripts for the publication
- Receiving manuscripts submitted for publication consideration
- Working with authors to develop manuscripts for publication consideration
- Identifying reviewers for manuscripts and coordinating the peer review process
- Sharing peer reviews with authors
- Making final publication decisions for all manuscripts
- Communicating with authors and answering journal-related questions
- Supervising an editorial production team
- Sending proof pages to authors for review prior to publication
- Reviewing final copy prior to official publication of an issue

#### Duration of Commitment

The new editor-in-chief would

- Serve an initial 3-year term with the prospects of being appointed to serve a second 3-year term.
- Be available to begin working with the *CDQ* editorial staff starting in September of 2016

The first *CDQ* issue to be produced by the new editor-in-chief would be the Winter/February 2017 issue.

#### Process for Applying

Interested candidates should submit an application packet consisting of the following materials:

- A current CV
- A 250-350 word statement of the applicant's vision for *CDQ*
- 3 letters of reference (one of which should note the individual's abilities to serve as an editor)
- A letter of support from the chair of the individual's home department
- Examples of past editorial work/prior scholarly editing projects (if possible)

Application packets should be sent to Kirk St.Amant, Chair of the *CDQ* Editorial Search Committee, by 15 June 2015.

#### Requests for Information

Questions or requests for more information should be directed to Kirk St.Amant at [kirk.stamant@gmail.com](mailto:kirk.stamant@gmail.com)