

## Editor-in-Chief, *International Journal of Forecasting*

Office term: 5 years from the appointment date.

Application deadline: July 1<sup>st</sup>, 2019.

There is an annual stipend associated to this post; details are to be discussed with interested candidates.

The [International Journal of Forecasting](#) (IJF) is an official publication of the [International Institute of Forecasters](#) (IIF). Published quarterly by [Elsevier](#), its objective, and that of the IIF, is to unify the field of forecasting and to bridge the gap between theory and practice, making forecasting useful and relevant for decision and policy makers.

*We are currently looking for an editor-in-chief (EiC) to provide the International Journal of Forecasting with outstanding leadership. The candidate will have an excellent understanding across the breadth of the forecasting field with an exceptional research-based track record in both theoretical and applied dimensions. The candidate will be committed to the development of the journal as a world-leading publication of the IIF, drawing on their past editorial experience.*

The essential criteria for the appointment of the EiC are:

- i. Established/distinguished Professorial status – or equivalent for applicants from outside academia (e.g. for industry-related or public sector post holders);
- ii. Internationally-recognized researcher in forecasting;
- iii. Broad knowledge of the forecasting field with demonstrable diversity in terms of methodological advancements and forecasting applications;
- iv. Previous editorial experience in academic journals (e.g. as EiC, Senior / Departmental Editorships, Editorship of special issues, Associate Editorship);
- v. Commitment to improve/keep the journal standing while working with the Institute directors.

The desirable criteria are:

- i. Previous / current involvement in the IIF and active participation in the International Symposia on Forecasting (ISF);
- ii. Potential to reach out to other academic communities (e.g. Econometrics, Operational Research, Statistics, etc.)

For an informal discussion about the IJF EiC position, you may contact the IIF president Gloria Gonzalez-Rivera, [ggonzale@ucr.edu](mailto:ggonzale@ucr.edu) or the chair of the recruitment committee, Aris Syntetos, [syntetosA@cardiff.ac.uk](mailto:syntetosA@cardiff.ac.uk). A detailed job description follows below.

Please submit your application to [pamstroud@forecasters.org](mailto:pamstroud@forecasters.org). Applications should include a CV and a 'vision statement'. Applicants should explain their qualifications for the position, their vision for the journal, deficiencies and improvements to the current state of the journal, and any other issues that they consider relevant to their professional achievements and the journal business.

## ***International Journal of Forecasting, Editor-in-Chief, Job Description***

The EiC job involves four steps: submissions, acceptances, publication, and planning.

1. Submissions. The journal receives 11-12 submissions per week, on average.
  - filter all submissions for relevance, check that the author details are removed, etc.
  - desk reject inadequate papers.
  - allocate remaining papers to either one of the 6 editors or to himself/herself.
2. Acceptances. Once a paper is accepted:
  - process it for copyediting.
  - send the copyedited files to Elsevier.
  - check the proofs of every article.
3. Publication. Every 3 months check draft issue prepared by Elsevier (covers, front matter, etc.). Check that all accepted articles since the last issue are included. Check that special section(s) scheduled for the issue are been included and guest editors are named on the cover. Elsevier needs to be notified about special issue scheduling at least a couple of months in advance.
4. Planning. Other duties include (this list may not be exhaustive): strategic planning in order to maintain the breadth of the journal; reviewing the editorial board structure including recruitment and dismissal of associate editors; inviting special issues/sections and review articles; liaising with Elsevier; managing the IJF website; attending the annual IIF board of Directors meeting and the ISF and reporting to the board and members on the journal progress; organizing best paper awards; inviting the IJF Editor's Invited Paper for the ISF each year; being an active member of the IIF board of directors.