



# The Canadian Journal of Critical Care Nursing

## CALL FOR APPLICATIONS

### Chief Editor

The Canadian Association of Critical Care Nurses (CACCN) is seeking candidates for the position of **Chief Editor** for the *Canadian Journal of Critical Care Nursing (CJCCN)*.

The Chief Editor is a **volunteer** position, appointed by the Board of Directors of CACCN.

The appointment will be made by a Letter of Agreement for a period of two years and may be reappointed for additional terms thereafter.

Appointment as the Chief Editor will begin on June 1, 2024.

**Applications are due by 1 May 2024 at 1159 hrs ET.**

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**Aim, Goals, Mission:** The Canadian Journal of Critical Care Nursing (CJCCN) is an open access scientific, peer reviewed journal. The aim of the Canadian Journal of Critical Care Nursing (CJCCN) is to publish innovative and current research as well as recent clinical evidence related to critical care and critical care nursing. The latter is inclusive of all contexts wherein individuals may experience critical illness including adult, pediatric and neonatal intensive care units, community, acute, tertiary, and quaternary settings, as well as rural and remote

#### **Qualifications:**

Criteria for appointment and reappointment include:

1. Graduate degree required: PhD preferred.
2. Works in or has significant experience in critical care or is associated with a critical care area.

3. Editorial experience and/or demonstrated record of publication in peer reviewed journals as a lead or senior author.
4. Preferred but not required:
  - a. Current member of CACCN.
  - b. Experience on an editorial review board and/or experience as a peer reviewer.
5. Organizational skill set to oversee the editorial process and to meet the established deadlines for manuscript acceptance/review and CJCCN publication.
6. Ability to work effectively with the Co-Editors, the Editorial Board, Peer Reviewers, authors, and others involved in the publication process.
7. Exemplary written and oral communication skills.
8. The ability to formulate and articulate a compelling vision for the journal is also essential.
9. The Editor in Chief is expected to have sufficient time and resources to devote to editorial duties.

### **Responsibilities:**

The responsibilities of the Chief Editor include

1. Advancing the CJCCN Aim and Scope.
2. Shapes the strategic direction of the journal and defines editorial policy (with approval from the CACCN Board of Directors).
3. Oversees a rigorous, constructive, and supportive double blind peer review process.
4. Develops and coordinates an active, diverse, and well-qualified Editorial Board.
5. Maintains the timeliness and quality of the review process with the aid of Co-Editor(s), the Editorial Board, and external Peer Reviewers.
6. Recruits sufficiently high-quality manuscripts to generate impact on research and practice.
7. Collaborates with the Editorial Team and the Board of Directors to refine or set policies regarding the journal (e.g., orchestrates procedures for soliciting manuscripts and proposals for special issues in areas of high need); and strengthens the reputation of the CJCCN as a high-quality journal (with approval from the CACCN Board of Directors).
8. Makes all final manuscript decisions on acceptance, rejection, and revisions.
9. Prepares articles accepted for publication including copy edit, proofing, etc., with the assistance of the Co-Editors.
10. Proposes members to join the Peer Review Group and the Editorial Board.

### **Application process:**

1. Applications to be submitted by email to [cacn@cacn.ca](mailto:cacn@cacn.ca)

2. Applications must include
  - a. a current Curriculum Vitae (CV).
  - b. 2–3-page statement expressing interest, summarizing qualifications, presenting a potential vision for the journal, and indicating feasibility for service with respect to institutional support for devoting time and resources to editorial duties.
  
3. Deadline for submission is May 1, 2024 @ 1159 hrs. Eastern Time.

Applicants will be reviewed immediately after the deadline submission date with interviews taking place in May 2024.

CANADIAN  
ASSOCIATION OF  
CRITICAL  
CARE  
NURSES



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