



Society of
American Archivists seeks
EDITOR
of



the **AMERICAN ARCHIVIST**

The Society of American Archivists (SAA) announces the availability of the position of Editor of the *American Archivist*. This premier, semi-annual journal was established in 1938 and is the largest circulation English-language archives journal. Published in print *and* online, it will celebrate its 75th anniversary of continuous publication in 2013. The entire back run of the journal was recently digitized and is available at <http://archivists.metapress.com/home/main.mpx>.

SAA seeks a dynamic individual with excellent communication skills who will enhance the visibility of the *American Archivist* in the archives and allied professional communities, grow the number of high-quality submissions, and leverage the journal's 75th anniversary and online publication to increase readership.

The Editor is responsible for the solicitation, selection, peer review, and final approval of articles, features, and photographs. He or she works with authors and prospective authors on necessary revisions, reviews page proofs before publication, and works closely with the reviews editors, a copyeditor, an indexer, and the SAA director of publishing, who handles journal production and business matters. In addition, the Editor coordinates the activities of the *American Archivist* Editorial Board and reports to the SAA Council.

The honorarium is commensurate with experience (\$30,000–\$40,000 per year).

Candidates should possess the following qualifications:

- Demonstrated leadership skills that allow him or her to present a vision of the journal that places it at the center of the profession's intellectual dialog.
- Demonstrated ability to develop and nurture relationships with authors, both established and newly emerging, to encourage them to explore interesting questions and submit material to the journal.
- Ability to nurture interesting but not completely satisfactory submissions to successful publication.
- Ability and willingness to pay special attention to the need to develop ideas in newly emerging areas of the profession and support the thoughtful re-examination of past professional insights, and address issues of particular relevance to historically under-represented populations.
- Excellent personal communication and writing skills, including the ability to edit scholarly material, the ability to communicate successfully with those who make submissions, and the ability to report to those in the Society with oversight responsibility for the journal.
- Sufficient financial skill to manage the journal within the budget established for it.
- Sufficient time-management skills to complete tasks in an acceptable manner and, most importantly, to publish the journal at appropriate and regular intervals as established within the annual budget work plan.

The term of the current Editor, Mary Jo Pugh, expires on December 31, 2011. Her successor, who will serve a three-year term, will begin work no later than January 1, 2012. **Interviews of finalists will be conducted May 22, 2011, in Chicago. Submit letter of interest and curriculum vitae by April 15, 2011, to**

saahq@archivists.org. OR *American Archivist* Editor Search Committee
Society of American Archivists
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Questions should be directed to SAA Executive Director Nancy Beaumont at nbeaumont@archivists.org or 312-606-0722.