

Interamerican Journal of Psychology

Call for Editor

The Interamerican Society of Psychology (SIP) is seeking applications for the Editor of the *Revista Interamericana de Psicología/Interamerican Journal of Psychology (RIP/IJP)*. This person will serve a first year as Editor-Elect, followed by a four-year term, with the possibility of reappointment for a second four-year term.

The incoming Editor will serve as Editor-Elect from July 1, 2023 to December 31, 2023. Following this period of training in collaboration with the acting Editor, the incoming Editor will serve a four-year term as Editor-in-Chief with the following years: January 1, 2024 - December 31, 2027. The last year of the Editor's term will include working with the Editor-Elect before transitioning to the role of Editor in Chief. Duties and job description are below.

Interested persons are requested to present; (1) a letter of interest outlining your academic and publication experience; (2) vision for the journal; (3) updated CV; (4) three samples of academic papers; (5) evidence of SIP membership; (6) evidence of training using Open Journal Systems; (7) evidence of being able to work in at least two languages, one of which must be English; (8) along with a letter of support from your Institution that describes the nature of the support offered by the applicant's Institution that will be issuing the RIP/IJP reflecting the workload or human resource contribution that this Institution will offer as part of this designation. Please note that the RIP/IJP support is not requested for the term that the incoming Editor serves as Editor-Elect. However, it is expected that the Institution will continue to provide support when that Editor works with an Elected Editor. The finalists will be interviewed at the request of the Selection Committee for a new Editor during the month of June 2023.

Applications and any additional related questions or concerns can be sent to Fernando Andrés Polanco, PhD, in charge of the Selection Committee, fernando.polanco@sipsych.org.

Applications are due on March 10, 2023.

The incoming Editor's decision will be announced at the end of June 2023.

Job Description and Responsibilities

The role of the Editor-in-Chief of the Inter-American Journal of Psychology (RIP/IJP) is to ensure the successful publication of the journal that represents the interests and mission of SIP, and the research and practice of Inter-American psychology. The duties of the Editor-in-Chief include, but are not limited to the following:

1. Report to the SIP Board.
2. Serve for a four-year term following a one-year term of service as Editor-Elect.
3. May be re-elected for an additional four-year consecutive term.
4. Chair the meetings of the Editorial Board.
5. Will be responsible for editing and preparing no less than four journal issues per year, unless the Editorial Board approves other issues as special editions.
6. Will prepare an annual report and budget statement for the SIP Board.
7. Coordinate the financial functions of the journal with SIP Board.
8. Responsible for working on the distribution, access, and indexing of all published issues. This includes regular "Calls for Submissions" in appropriate places (for example, Facebook, Twitter, and group-specific listservs and newsletters where appropriate for special issues) and constant review of databases (Scopus, PsycInfo, Redalyc, Dialnet, among others) where the journal is indexed to keep access updated.

9. Responsible for the initial approval or rejection of submissions before assigning them through the review process to ensure that submissions meet basic criteria for the journal (for example, content is appropriate, page limits are considered, etc.).
10. Responsible for the final editorial review of the journal's content in all issues, namely that each accepted submission meets all the publication criteria described in the "Guidelines for Authors" and has incorporated all the required revisions described in the acceptance letters of the authors.
11. Responsible for answering the questions of the accepted authors in relation to the revisions requested from the Editor and between the authors and the Assistant Editor, as they may arise.
12. Responsible for ensuring that any "Call for Submissions" and/or "Calls for Editorial Board Members" are routinely sent to the appropriate source.
13. Responsible for supervising any other approved positions related to the Journal, such as appointing members of the Editorial Board, Associate Editors, Emerging Reviewers (and keeping track of their terms), members of the Expert Council, appointing an Editorial Assistant as needed and supervise the work designated for this assistant position.
14. Maintain the RIP/IJP website ensuring it is up to date and reflects updated guidelines, any special issue calls, announcements, etc.
15. During the Editor-Elect term, the Editor-Elect will assist the Editor-in-Chief in performing the Editor's duties, in preparation for assuming those duties.



