

Trainee Editor at the HIS Journals

About the Healthcare Infection Society Journals

The Healthcare Infection Society (HIS) is a charity and membership organisation. Its objectives are to advance knowledge, foster scientific interest and disseminate information about the prevention and control of healthcare associated infections.

The Society owns two journals, the **Journal of Hospital Infection** (JHI) is published monthly and includes original articles that relate to all aspects of infection prevention and control (IPC) in healthcare settings. The JHI also publishes articles that relate to national policies or guidelines, especially where the subject matter is of international relevance.

Infection Prevention in Practice (IPIP) welcomes local research studies, experiences, case reports, novel techniques, best practice and outbreak reports in the field IPC that will influence clinical best practice and reduce the global burden of infection in healthcare. The journal has a strong focus on the challenges of IPC in lower income countries.

Career Development Opportunities:

1. Develop the skills and competencies to work in an editorial role for the JHI and IPIP by:

- Shadowing and working closely with the Editors in Chief, Editors and the HIS staff team
- Developing an in-depth understanding of the steps involved from submission of a manuscript to publication by following articles through the system and assisting in their processing.
- Reading and evaluating manuscripts through shadowing and training with a view to working independently in the later period of the fellowship.
- Developing skills in identifying interesting and high-impact research manuscripts and commissioning associated work for rapid publication.
- Learning to commission review articles from colleagues in the appropriate field and ensuring timely submission and publication. This will involve developing close working with colleagues in the appropriate field, with the support of the Editors.
- By the end of the fellowship to undertake all the functions of an Editor (under the supervision of the Editors in Chief) in processing manuscripts, from assigning peer reviewers, through making decisions on the suitability of manuscripts for publication, to editing of accepted manuscripts.
- Join the editorial team for regular triage and Editorial Board meetings.

2. Cultivate and enhance skills in medical writing and peer reviewing by, for example:

- Peer reviewing manuscripts with the support and supervision of the Editors in Chief, to become competent for independent practice by the later stages of the fellowship.
- Regularly writing editorial pieces for the journals.



- Developing skills in summarising articles, highlighting key findings and areas which require further research. This will also involve close working with Editors initially with a view to independent practice in the later stages.
- Working with colleagues internationally on commissioned special issues for the journals.
- Writing a review article, in the process acquire skills in performing a literature searches, reviewing articles and summarising important findings in a succinct but systematic manner.
- Undertaking online training modules and webinars provided by Elsevier or publishing training organisations.

3. Understand the process of publication following acceptance of a manuscript:

- Arrange a visit to Elsevier to observe the final stages in publication and how other Elsevier journals operate.
- Develop an understanding of the copy-editing process through examining the changes implemented by copy editors.
- Involvement in compilation of issues of the journals.

4. Promotion of the HIS journals and HIS research output:

- Work to promote accepted manuscripts: opportunities include communications channels such as the HIS blog, twitter and the HIS podcast.
- Be involved in raising the profile of the JHI at national and international conferences.

Outcomes and career benefits

- Gain an in-depth knowledge of medical publishing and be able to work in editorial roles.
- Gain experience in peer reviewing and critical appraisal of research to improve patient care.
- Through writing editorials and reviews, and in reviewing articles, to become proficient in conveying information in an organised and concise manner.

The role

This role is part-time (0.5 WTE) for one year as part of a Graham Ayliffe Training Fellowship.

The time spent on the Editorial role can be worked flexibly from week to week, with the agreement of the Editors in Chief. The Graham Ayliffe Trainee Editor will largely work remotely from their host institution. However, there will be regular meetings with the Editors in Chief and the HIS journals team via Zoom, and occasional visits to the Editorial Office in London on an *ad hoc* basis.

For further information, please contact grants@his.org.uk

