JOB DESCRIPTION
Senior Commissioning Editor/ Science Writer, Journal of Experimental Botany
Vacancy Ref: A1473

<table>
<thead>
<tr>
<th>Job Title: Senior Commissioning Editor/ Science Writer</th>
<th>Present Grade: 7</th>
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<td>Department/College:  Journal of Experimental Botany, Lancaster Environment Centre</td>
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<td>Directly responsible to:  Executive Editor, Journal of Experimental Botany</td>
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<td>Supervisory responsibility for: None</td>
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Other contacts

**Internal**: Editorial office staff (Executive Editor, Deputy Managing Editor, Assistant Editor, Editorial Assistant, Editorial Administrator), Head of Education and Public Affairs (SEB)

**External**: Editor in Chief, Associate Editors, Handling Editors, Board of Reviewers, plant scientists (including authors, reviewers and conference delegates), publishing staff (Oxford University Press) and Society of Experimental Biology staff

**Major Duties:**

1. Developing a new eXtra Botany (XBOT) section for Journal of Experimental Botany (JXB), liaising with editorial staff and academic editors as appropriate. This will include articles highlighting some of the most exciting papers in the journal, and moreover constitute an open forum for discursive commentary and opinion relevant to plant scientists. As well as being topical, broad interest and accessible, articles may also cover contentious areas.

2. Commissioning content for the XBOT, working with international academic authors on substantial and final editing of submitted material to tight deadlines, ensuring a steady flow of high quality copy. This involves maintaining a network of academic links.

3. Writing accessible articles for different audiences from academic plant scientists to the general public.

4. To be a flexible member of the editorial office team contributing ideas, opinions and support when required.

5. To ensure information for authors and editorial policies are developed and effectively communicated.

6. To contribute to Editorial Board Meetings and policy development.