Advanced Rheumatology Course: Call for Scientific Editor

American College of Rheumatology Mission:
The ACR empowers rheumatology professionals to excel in their specialty.

American College of Rheumatology Vision Statement:
As the leading authority and trusted partner of rheumatology professionals, the ACR will continually advance the specialty and the future of rheumatology.

The Advanced Rheumatology Course (ARC) allows for a flexible and affordable pathway to build knowledge regarding the primary care of persons with rheumatology diseases.

Brief Description of the Scientific Editor Position
The Scientific Editor is tasked to manage revisions of 19 activities and 11 eBytes into succinct, illustrated, interactive online education using contemporary curriculum design. eBytes are electronic learning activities intended to meet the needs of professionals requiring a short (20-30 minutes) updated overview of diverse rheumatology topics. This 3-year Scientific Editor position offers the opportunity to revise available online learning activities with an emphasis on creativity, innovation and multimedia content. The Scientific Editor is a key leader that works with a small editorial team and the eLearning Subcommittee.

Specific Responsibilities of the Scientific Editor
- Chair a team comprised of Associate Editors, a Managing Editor, and College staff
- Lead the selection of two Associate Editors, one being a rheumatologist
- Gain commitments from authors and reviewers
- Secure authors, within the first 3 months of term
- Identify reviewers within 3 months of content due date
- Work effectively with all team members regarding style, content, design, and editing issues
- Maintain correspondence with authors and reviewers
- Serve as final content reviewer before placement on the Learning Management System
- Be accountable to the eLearning Subcommittee who reports to the Association of Rheumatology Professionals (ARP) Executive Committee
- Launch revised activities in the Fall of 2021

Associate Editor
- Serve under the direction of the Scientific Editor
- Work effectively with all team members regarding style, content, design and editing issues
- Assist the Scientific Editor to recruit and/or gain commitments from current authors and reviewers for ARC activities and eBytes
- Maintain correspondence with authors and reviewers, forwarding communications to the other Editors and College staff

Managing Editor
- Is contracted by the College to work with the Scientific and Associate Editors
- Tracks and coordinates uniformity during the entire process of ACR activities and eBytes
- Copy edit/proof of completed ARC activities and eByte revisions
Scientific Editor’s Qualifications
The Scientific Editor will be selected based on qualifications listed below:

- Active member of ARP
- Extensive clinical experience as a nurse practitioner or physician assistant with an understanding of the advanced practice role in health care
- Editorial and/or reviewer experience
- Experience in writing scientific and/or educational publications
- Knowledge, understanding and expertise in rheumatology topics
- Experience in educational instruction including online education, course and curriculum development and nurse practitioner or physician assistant clinical training
- Excellent leadership, communication, organizational, time management and interpersonal skills
- Ability to manage large projects with time-sensitive deadlines
- Ability to commit to the position for a 3-year appointment from July 1, 2020 to June 31, 2022

Honoraria
The Scientific Editor honorarium is $6,500/year

Scientific Editor Application
Provide your curriculum vitae and a personal statement highlighting your vision for the ARC and what has influenced you to pursue this Scientific Editor opportunity.

The eLearning Subcommittee will review applications and recommend candidates to the ARP Executive Committee.

1. Provide your name, credentials, title
2. List your address, phone number and e-mail address.
3. Using your CV as a reference:
   - Describe your education and training as a nurse practitioner or physician assistant; clinical experience; expertise in rheumatology; experience in course and curriculum development; skill sets and other qualifications to serve as the Scientific Editor.
   - Briefly describe your experience in leading and managing a large project with time-sensitive deadlines.
   - Briefly describe your experience in online learning activities.
4. Provide names of four potential Associate Editors
5. Provide a letter of reference supporting your ability to serve as the Scientific Editor.
6. Show support from your employer allowing you flexibility to adjust your schedule to fulfill the responsibilities of the Scientific Editor.
7. If appropriate, provide a letter from your employer confirming that there would be no overhead charged or indirect cost for serving as the Scientific Editor.

Please submit your application and required documents on or before May, 28, 2020 to:

Sharon Ross, Sr. Specialist Educational Products & Services
2200 Lake Boulevard, NE
Atlanta, GA 30319
Ph: 404-633-3777

Electronic submission: arpedu@rheumatology.org

If you have any question contact the eLearning Chairperson
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