

British Journal of Pharmacology (BJP) **Editorial Intern Job Description**

Responsibilities

The Editorial Intern position is intended to give the post-holder experience of editorial work on a leading international journal. The Editorial Intern has some freedom to choose their responsibilities, based on their areas of interest and their other commitments (on mutual agreement with the Editor-in-Chief). However, the responsibilities currently expected are to:

- assist the Editor-in-Chief in developing social media promotion for the Journal
- assist the Editor-in-Chief in writing Issue Highlights and Editor's Picks
- contribute to the development of editorial policy and initiatives alongside the Senior Editors
- contribute to the development of Editorials and themed issues with the support of the Editor-in-Chief and the Senior Editors

Further responsibilities:

- attend and actively participate in monthly Senior Editor teleconferences
- attend the annual Editorial Board meetings
- act as advocates for the Journal in their institutions and among their networks and peers
- contribute to events to promote the Journal at scientific meetings
- promote the importance of equality, diversity, and inclusion in the Society and on the journal

Requirements

Applicants are NOT required to be current members of the British Pharmacological Society, but familiarity with the Society and willingness to become a member is essential. As the BJP covers all aspects of experimental and translational pharmacology, applicants may have expertise relevant for any area within the Journal's scope. This post would be most suited for applicants within 6 years of completing their PhD. Following a successful term in the position, candidates may be eligible to join the editorial board as an editorial board member.

Term and benefits

Editorial Intern posts are for a 1-year term. Successful applicants will be entitled to complimentary membership of the British Pharmacological Society. Membership of the [society](#) includes the following benefits:

- free access to the *British Journal of Pharmacology (BJP)* and *British Journal of Clinical Pharmacology (BJCP)*
- discounted rates to Society meetings worldwide
- eligibility for travel grants and bursaries
- funded attendance to Editorial Board meetings; travel expenses are covered in line with the current BPS travel policy