



European Journal of General Practice

Chief Editor

The Journal

The chief editor is responsible for ensuring that the journal maintains a good standard of scientific quality.

The chief editor has the final responsibility for the selection of articles that are to be published.

The chief editor performs this work in consultation with the editors.

The chief editor sees to it that the content of the journal is in accordance with its objectives.

The chief editor is responsible for ensuring that every article submitted receives the customary peer review.

The chief editor is responsible for ensuring that all work involved in scrutinizing articles is carried out without delay, and that they are assessed on a sound scientific basis.

The chief editor is responsible for the registration of articles and for contacts with authors, referees, editors, and publisher.

The chief editor will use the Manuscript Central system to process all manuscripts.

The chief editor is responsible for practical and administrative procedures up to the time when articles have been approved from a scientific as well as formal point of view.

The chief editor will send the accepted articles to the publisher, who will be responsible for technical and linguistic adjustments as well as for production and publication.

The chief editor is responsible for the arrangement of the content (order of articles, any topic) per issue in accordance with the publication plan.

The chief editor will draw up with the publisher a production plan for the journal which must be followed. The chief editor must make every effort to ensure that the editorial process is not delayed.

The chief editor will, in close co-operation with the publisher, decide which articles are to be included in each issue and in which order they should be placed.

The chief editor will work together with the publisher concerning the marketing of the journal including supplements.

The chief editor will submit a written report on the developments of the journal to the Wonca Europe Executive Board every year.

The chief Editor is accountable to the President of Wonca Europe

The chief editor will attend a meeting of the Wonca Europe Executive Board twice a year, one being during the Wonca Europe congress.

The position requires a commitment of approximately 4 hours of effort per week. A compensation of €10.000 per year is available including overheads (secretarial, space, and technology)

The Editors and the Advisory Board

The editors

The chief editor will be assisted by (associate) editors.

The editors may assist the chief editor in all the tasks mentioned above.

The editors may be responsible for sections of the journal, serve as referees, writers of editorials, etc.

The chief editor will propose the editors taking into account a good geographical distribution. Wonca Europe will decide on the persons proposed.

The chief editor will confer on a regular basis with the editors, at least once a year during a session at the Wonca Europe congress.

The Advisory Board

The advisory board will be used in its role as advisor to the overall policy of the journal.

The chief editor and associate editors propose persons for the advisory board taking into account a well balanced board. Wonca Europe and the Publisher will decide on the persons proposed.

The chief editor and associate editors will meet with the advisory board once a year during a session at the Wonca Europe congress

Future developments

The chief editor will prepare a strategic plan for the future of the journal including thoughts on further marketing and electronic subscriptions.

The chief editor will describe the tasks of the chief editor, the editors, the advisory board, the secretariat and their interrelations more in detail.

Length of term

The agreement between Wonca Europe and the Chief Editor will be based on a 5 year period, and will be reviewed yearly.

12/2/2009
Wonca Europe EB