



## Position Description Associate Editor

### Overview

Earthzine is an on-line publication of the IEEE Committee on Earth Observation and a contribution to the Group on Earth Observation. The Earthzine staff is composed of volunteers and a few paid workers who oversee the site's management and operation. Volunteer editors identify and review articles for publication. A few paid contractor and staff positions assist with the maintenance and routine management of the site's content. Earthzine seeks motivated individuals with interest in environmental issues to serve as Associate Editors in special focus areas. For more information, please consult [Strategic Plan](#) and [Writer's Guidelines](#).

The primary responsibilities of the Associate Editor are to work with the Editor in Chief, Managing Editor, volunteers and staff in the planning and promoting of site content. The Associate Editor is a volunteer staff position.

### Partial List of Special Focus Areas

**Discipline:** Disasters, Health, Energy, Climate, Water, Weather, Ecosystems, Agriculture, Biodiversity, Technology

**Geographic:** North America, South America, Pacific Rim, Europe, Middle East, Polar Regions

**Special Topics:** Education, Outreach, Reviews (books, movies), People Profiles and Interviews

### Specific Expectations

- Solicit articles and/or participation in peer reviews
- Manage the peer review process for assigned articles
- Work with Managing Editor to prepare articles for publication
- Maintain a list of interested Subject Matter Experts from which to draw peer reviewers
- Promote Earthzine in topic area or geographic location

Time Commitment (estimated)

10 hours per month