

# ***Journal of Rural Social Sciences* Editor Proposal Guidelines**

The Editor of the *Journal of Rural Social Sciences* (JRSS) is one of the most important positions in the Southern Rural Sociological Association (SRSA). The JRSS Editor Search Committee recommends the Editor to the SRSA Executive Committee. In order for the JRSS Editor Search Committee to make an informed recommendation, the Committee requires that each applicant submit a completed proposal that will contain the following information:

1. the applicant's vision for the journal;
2. personal background and qualifications;
3. institutional support and capacity;
4. proposed annual and three-year budget;
5. an up-to-date Curriculum Vitae (no standard form is required);
6. name and contact information for two referees the committee may contact; and
7. a letter of support from an appropriate local administrator (e.g. Department Chair, supervisor).

Applicants must use the proposal template that will be provided after submitting a letter of intent. The letter of intent should be emailed to [john.green@msstate.edu](mailto:john.green@msstate.edu) using the email subject line: "JRSS Editor".

The letter of intent should be submitted as soon as possible. The full proposal will be accepted on a rolling basis, with the goal of selecting the new editor by September 1, 2023.

For further information or to submit a letter of intent, please contact:

John J. Green, PhD  
Editor, *Journal of Rural Social Sciences*  
Director, Southern Rural Development Center  
Box 9755, 150B Lloyd-Ricks-Watson Bldg.  
Mississippi State, MS 39762  
(662) 325-0595  
[john.green@msstate.edu](mailto:john.green@msstate.edu)

## **Roles and Responsibilities of the Editor of Rural Sociology**

1. The tasks of the Editor include:
  - a. Organizing, managing, and supervising the Editorial Office;
  - b. Appointing and maintaining an Editorial board and/or team of Associate Editors;
  - c. Managing the review of manuscripts using an online system (JRSS is in the process of transitioning to partner with Clemson University Press for managing and publishing manuscripts);
  - d. Soliciting sufficient high-quality contributions to the journal to ensure that the production schedule of two issues per year is met;
  - e. Providing leadership for the advancement of rural scholarship that will be reflected in future volumes of the *Journal of Rural Social Sciences*; and
  - f. Keeping records of expenditures and maintaining a sound fiscal basis of the Editorial Office in accordance with the rules of the host institution, SRSA, and Clemson University Press.
2. The Editor will work with SRSA's Executive Committee and Clemson University Press on marketing and strategic planning for the journal. This will involve the Editor traveling to the annual SRSA meeting and attending quarterly virtual meetings.

3. Financial support for the Editorial Office is available from the SRSA.
  - a. Support from the SRSA for the Editorial Office of the *Journal of Rural Social Sciences* for each year during the three-year term as Editor can be negotiated with the SRSA Executive Committee, up to \$2,000 annually.
  - b. These funds can be used for travel related to Editor responsibilities, such as attending professional meetings not ordinarily attended to solicit manuscripts and promote the journal, paying for a managing Editor or other staff support for the Editorial Office, paying for supplies and postage. The Editor is not limited to these uses of the funds. How the funds will be used must be described in a proposed annual and three-year budget for the Editorial Office.
  - c. Note that SRSA has an agreement with Clemson University Press where SRSA covers costs associated with final copy editing, type setting, proofing, and publication through the Press directly.
  
4. The Editor of the *Journal of Rural Social Sciences* may not act in a significant Editorial capacity on any competing publication during the term of appointment as Editor of the *Journal of Rural Social Sciences*.