

Position description

Editor-in-Chief, *The Permanente Journal*

Background

The Permanente Journal (TPJ), the official journal of the Permanente Medical Groups, (PMGs) is self-published by The Permanente Federation (TPF). Published since 1997, TPJ delivers topical and timely Original Research, Reviews, Commentaries, Case Reports, Editorials, and other articles of interest to all members of the interdisciplinary care team, clinical researchers, educators, and learners. TPJ is published online following a continuous publication model. Articles are published diamond open access without charge to authors after rigorous peer review by qualified referees.

TPJ is indexed in PubMed, PubMed Central, Scopus, and ResearchGate. Its mission is to provide a forum for thought leadership, scholarship, and discovery pertinent to delivery science, innovative health care delivery models, value-based and high-value care, and applied research. The journal relaunched with a new aims and scope in 2022, reflecting renewed emphasis on these topics.

Summary of the role

The Editor-in-Chief leads and executes the vision and strategy for TPJ in alignment with the mission and goals of The Permanente Federation and Permanente Medicine while maintaining editorial quality and independence. Leading an Editorial Board of recognized experts from within and outside Kaiser Permanente, the TPJ Editor-in-Chief reports to the Steve Parodi, MD, guided by the Federation's appointed team members. This is a contract role; the Editor-in-Chief is not an employee.

Responsibilities

Primary responsibilities of the Editor-in-Chief are as follows:

1. Act as ambassador to all internal and external communities, engaging constituencies from Kaiser Permanente research centers, graduate medical education programs, and the Kaiser Permanente Bernard J. Tyson School of Medicine and external institutions as appropriate and in collaboration with Federation staff.
2. Calibrate TPJ's distinguishing advantages to effectively realize its mission by positioning it to thrive within an established competitive landscape.
3. Assemble and lead a multidisciplinary, dedicated, and energetic editorial board of relevant subject-matter experts, ensuring opportunities for equity, inclusion, and diversity; and identify learning, coaching, and recognition opportunities to support a cohesive and effective team atmosphere. Identify board members for new appointments and dismissals as relevant and monitor performance.
4. Lead TPJ toward inclusion in the Web of Science Core Collection and to secure and/or improve impact factor.
5. Create a robust plan for content acquisition and solicit high-quality, high-impact manuscripts from authors, resulting in 10% year-over-year submission increases.
6. Oversee manuscript submission and peer review, working with staff to establish policies and guidelines to ensure adherence to best practices; and maintain a sufficient pool of reviewers to reach conclusions and make decisions on manuscripts in a timely manner.

7. Keep abreast of and work toward improving TPJ metrics, including time to first decision, review time, revision time, submissions received, articles published, rejection rate, usage, citations, and other quantitative and qualitative measures.
8. Lead regular meetings of the Editorial Board, provide reports of journal activities, and maintain regular communications with Senior Editors, Associate Editors, the Editorial Board, and journal staff.
9. Present an annual status report to Executive Medical Directors, responding to inquiries as appropriate.
10. Approve proposals for the publication of supplements, proceedings, and/or special issues and appoint appropriate Guest Editors.
11. Uphold the transparency of research reporting to maintain the quality of science published in TPJ and work with staff to resolve any issues related to scientific integrity, publication misconduct, or ethics matters. Respond as needed to emerging trends and technologies, such as paper mills and artificial intelligence, and evaluate their impact on the journal's operations.
12. Undertake and support special projects such as special collections, indexing applications, vendor transitions, brand development and marketing, survey and data collection projects, and others as requested.
13. Engage routinely with publishing staff on biweekly teleconference calls and more frequently via e-mail and/or Microsoft Teams.
14. Exclusively use ScholarOne Manuscripts for processing manuscripts, overseeing peer-review administration activities, and executing final manuscript decisions.
15. Support the redevelopment of editorial workflows to implement and champion best practices, with the aim of bringing timelines in line with industry standards.

Term

The term officially begins on February 1, 2027, with an initial duration of 5 years, which may be renewed once by mutual agreement.

Management Responsibilities

None. The Editor-in-Chief oversees the performance of volunteer Editorial Board members.

Qualifications

The TPJ Editor-in-Chief will be a physician leader with a broad perspective of evidence-based medicine who is astute to emerging areas of research. A high level of visibility and recognized leadership in rigorous medical research, scholarly publication, and clinical practice is expected. The successful candidate will have extensive experience with prominent, peer-reviewed scholarly journals as an author, peer reviewer, and associate editor or editorial board member; and demonstrate access to a large domestic and international network of experts in a variety of disciplines. A collaborative and inclusive working style, adaptability, proficiency using online workflow systems, and the ability to provide coaching, mentorship, and leadership as appropriate are required.

Applicants should be familiar with TPJ and other journals with broad content scopes and diverse audiences. Interest in engaging with TPF staff and leaders and ability to articulate a clear vision for a more-robust future of TPJ are essential. Excellent organizational and interpersonal skills and sufficient time available to meet the demands of Editor-in-Chief of

peer-reviewed, open access journal are essential. Some overlap with East Coast and Pacific Coast weekday work hours is required. The TPJ Editor-in-Chief may not serve concurrently as a member of national Permanente leadership teams. The Editor-in-Chief must not hold dual leadership-level appointments with any competing medical journal. Applicants should also reside in the United States and have expertise and knowledge of the American medical system.