# Call for Applications for Editorial Team Positions for The Rwanda Journal of Medicine and Health Sciences, University of Rwanda

#### 1. Background

The Rwanda Journal of Medicines and Health Sciences(RJMHS) is a triennial, peer-reviewed journal that has experienced significant growth and transformation over the past two years. Consequently, it has achieved prestigious indexation, including SCOPUS, African Index Medicus, DOAJ, and AJOL. We are applying for PubMed indexation, which will further enhance the journal's reach and credibility. As we adapt to modern editorial standards, we are focused on implementing rigorous peer review protocols to support our mission for excellence in research dissemination.

## 2. The Opportunity

The journal would like to expand its editorial team. It is currently seeking dedicated mid-to-senior-level professionals who are eager to drive our mission of research excellence forward to join our Editorial Team. This is a unique opportunity for mid-to-senior-level experts in medicine, health sciences, or scholarly publishing who are dedicated to promoting high-quality research in Africa and beyond. We are, therefore, looking for seasoned professionals to join us as part of our Editorial Team, helping to shape the future of our journal. Ideal candidates will bring expertise, a commitment to integrity, and a proactive approach to modernizing editorial processes. This includes addressing challenges like limited reviewer engagement and establishing robust guidelines for integrating emerging methodologies in research. New editors will play an instrumental role in expanding the journal's scope and influence in medical and health sciences research.

#### 3. Roles and Responsibilities

- Participate in overseeing and enhancing editorial processes, ensuring high standards in scientific quality and integrity.
- Contribute to the recruitment, training, and engagement of reviewers to build a robust and responsive pool of reviewers.
- Collaborate with authors and reviewers to maintain transparent, timely, and constructive peer review.
- Contribute to the development and implementation of guidelines for ethical research practices, including the responsible use of emerging methodologies and ICT tools.
- Support shape journal policies to broaden the journal's scope, allowing us to stay current with advancements in medicine and health sciences.
- Work closely with our editorial team to streamline processes and introduce innovative tools for efficient manuscript handling.

#### 4. Eligibility Criteria

- At least five years of experience in medicine, health sciences, research, or academic publishing.
- Proven track record of peer-reviewed publications or experience in peer review and editorial roles.
- Strong commitment to advancing high-quality African research and a deep understanding of ethical publication practices.

• Excellent organizational and communication skills, with a passion for fostering research excellence.

### 5. How to Apply

Qualified and interested Candidates are invited to submit the motivation letter and CV highlighting the relevant experience and motivation for joining the team, along with contact information for at least two professional references. Applications should be sent to the following email: <a href="mailto:rjmhseditor@gmail.com">rjmhseditor@gmail.com</a> with a copy to the Editor in Chief sjansen.ur@gmail.com no later than 15/01/2025

Done at Kigali on 11/11/2024

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