
Summary of role and responsibilities of *BJPsych Bulletin* Trainees' Section Editor

Purpose of role

The Trainees' Section editor will support the journal as a member of the Editorial Board (see separate job description) and will be responsible for [Praxis](#), the trainees' section, ensuring that content is of interest and relevance to the readership, particularly psychiatry trainees.

The role involves:

- championing the section (for example, via social media and conferences)
- proactively commissioning articles
- reviewing unsolicited articles and proposals
- identifying reviewers and making decisions on articles via the online manuscript submission and peer review system
- sporadically advising on and/or handling articles submitted to the Education and Training section
- running the [Praxis Editorial Award competition](#) with support from the team

Contacts and College committees

The Trainees' Section editor will work closely with College staff from the Strategic Communications Department. They will report to the Editor-in-Chief of *BJPsych Bulletin*, who has the final say over all content in the journal.

They will become a member of *BJPsych Bulletin* Editorial Board and will be expected to attend at least one Board meeting a year.

Time commitment

It is likely that the Trainees' Section editor will need to devote one session a week to the role (this is variable), not counting attendance at committee meetings.

Term of office

The term of office will be 2 years renewable for further 2 years.

Travel and subsistence

No remuneration is available for this post but UK travel and subsistence expenses will be reimbursed in accordance with College policy (currently no travel is required as meetings and events are taking place virtually).