Policy on appointment, roles and responsibilities of the Journal of Fitness Research Editorial Board members

1. Preamble
   Editorial Board members are central to the function and purpose of the Journal of Fitness Research. Through engagement with the Editors in Chief, the Editorial Board and the academic community, the Editorial Board members guide the growth and development of the journal and contribute to the breadth, depth and sophistication of its content.

2. Appointment of Editorial Board members
   Editorial Board members will be identified and appointed in three ways:
   a) According to identified area of current need. For example, the journal may seek to appoint Editorial Board members in areas where there is existing or developing interest and increasing workload.
   b) According to the broad vision and mission of the journal. For example, the Journal of Fitness Research could seek to appoint Editorial Board members in fields or disciplines generally silent in bioethics but in which it seeks to stimulate interest, as well as to diversify geographic regions and perspectives represented.
   c) According to opportunity. For example, where members of the Editorial Board become aware of exceptional scholars who may have an interest in contributing to the Journal of Fitness Research in their specific areas of expertise, the possibility of engaging them as Editorial Board members may be considered.

   In order to facilitate the identification, appointment and role of Editorial Board members, the subject will be a standing item on the agenda of the Editorial Board. The Editorial Board may request that the Editor(s) in Chief identify areas where Editorial Board members are needed and suggest specific individuals who might act as Editorial Board members. In response to such requests the Editors in Chief may make recommendations to the Board.

   The Editors in Chief may also identify areas of need and individuals who would be suitable candidates for Editorial Board members. In these cases too the Editors in Chief may put proposals and make recommendations to the Editorial Board.

3. Roles of Editorial Board members
   The Journal of Fitness Research recognises that Editorial Board members should not be over-burdened with the work of the journal and should obtain some benefit from their participation in it. To this end each Editorial Board member will be asked to discuss with the Chair of the Editorial Board a realistic approach to his or her role with clearly defined goals, and to make a written commitment detailing his or her anticipated work as an Editorial Board member, including a limited-term appointment (typically of two years with the possibility of renewal).
The roles of the Editorial Board members will include:

a) Editorial tasks
   Participation in the editorial process:
   - A manuscript is received by the Journal of Fitness Research
   - The manuscript is allocated to an Editorial Board member
   - Upon receipt of the manuscript the Editorial Board member will usually invite reviewers and send the paper to them
   - The Editorial Board member will critically assess both the manuscript and the reviews
   - The Editorial Board member will then submit a recommendation and rationale to the Editors in Chief
   - The Editors in Chief will then make the final decision regarding publication and complete the correspondence with the authors.

b) Invitation to submit manuscripts to the Journal of Fitness Research
   Encouragement of submission of high-quality, scholarly manuscripts of various kinds, including the following:
   - Original research
   - Position papers from major scholars of international standing
   - Review articles in a specific field
   - Case studies

Details of the reviewing process for such articles will be in accordance with the Journal of Fitness Research’s standards for peer reviewing.

c) Identification of reviewers who are willing to be included on the Journal of Fitness Research database
   Contribution to the ongoing expansion of the reviewer database.

d) Other roles
   The roles of the Editorial Board members may also include providing:
   - Suggestions for themed issues
   - Cases for ‘in that case’

4. Suggested targets for Editorial Board members
   It is recognised that the targets for Editorial Board members will vary from one area of expertise to another. The following figures are offered as a starting point for negotiations and may be revised as necessary:

   a) Manuscripts
      - Original research 2-4 manuscripts per year in the first instance, recognising that over time the Journal of Fitness Research may have less need to invite the submission of papers, that many submissions are rejected and that the
number of papers per Editorial Board member will fall as the total number of Editorial Board members increases.

- Position papers from major scholars of international standing: 1 every 1-2 years
- Review articles in that field: 1 every 2 years
- Case studies: 1-2 over the lifetime

b) New reviewers
4 per year; 3 international and 1 from Australia/New Zealand

c) Other
Suggestions for themed issues: 1 suggestion every 3 years. Editorial Board members are free to nominate themselves as guest editors for a themed issue (which will require a separate specific proposal).

For more information on the Journal of Fitness Research, visit www.fitnessresearch.edu.au or email enquiries@fitnessresearch.edu.au