



**I. SUMMARY:**

The *JU Open Plus* (JUOP) Editor reports to the AUA Board of Directors. JUOP is a fully Open Access (OA), online-one, peer-reviewed scholarly journal. The AUA plans to begin allowing original submissions and cascaded transfer submissions from *The Journal of Urology*<sup>®</sup> (JU) and *Urology Practice*<sup>®</sup> (UPJ) to JUOP in fall 2022, with publication of accepted articles scheduled for January 2023. At the start of the term of the assignment, JUOP's Editor will be responsible for making recommendations pertaining to Editorial Board structure, nominations, and assignments; establishment of the peer review process and transfer mechanism from the AUA's other scholarly journals, JU and UPJ; sharing input into article types and creation of JUOP's table of contents; and positioning JUOP for success by reviewing 200 articles in its first year of submissions, with incremental increases in submissions and rejection rates over the first 5 years of publication to reflect growing importance and impact of the journal to the field of urology. The overarching objective of this position is to maintain the highly regarded editorial integrity of the best-in-class scholarly publishing program of the AUA while overseeing the launch of a strong OA journal intended to complement the existing publishing portfolio of the AUA. With JUOP's planned growth in the urology publishing landscape, the AUA will not only maintain relevance and revenue in the marketplace but achieve best-in-class status against all similar programs in science, technology, and medicine. After an Editorial Board structure and members have been selected, the JUOP Editor will oversee the Board's members on matters of editorial policy and recommend nominees for all editorial appointments to the journal during his/her term. The Editor partners with the AUA Publications Department staff to coordinate editorial and operational activities of the journal. The Editor will serve on the AUA's AUA Publications Committee as an ex officio member, working with that group to stay abreast of the changing scholarly publishing landscape and the strengths, weaknesses, opportunities, and threats facing the AUA's portfolio. Compensated position.

Term. The Editor is a compensated position appointed by the AUA Board of Directors for three-year term (renewable once). This position rotates on the calendar year.

**II. MAJOR RESPONSIBILITIES**

- A. Leadership.** The Editor will demonstrate the ability to partner with a strong editorial board team and the highly skilled AUA editorial office. The Editor is expected to be a well-respected contributor to the urology research community with past leadership experience in the AUA and/or similar medical associations/societies. The Editor should have a solid understanding of scholarly publishing, including past service on an editorial board and extensive authorship in the urology research field.
- B. Readership.** The Editor will offer a comprehensive understanding of urology and knowledge of publishing and publishing innovations to provide timely, high-impact journal content to the AUA's membership and the urology research community. The Editor should have a fundamental understanding of OA publishing and a commitment to the ideals of accessibility, relevance, and funder mandates that are driving OA evolution in scholarly publishing today. The Editor will attract original scientific clinical and research manuscripts of the highest quality by inviting authors to submit manuscripts directly to the journal and develop special features (Editorials, Review

Articles, This Month Page, Letters to the Editor, etc.), special issues (supplements, focus issues, etc.) and new article types to meet the needs of the journal's readership. The Editor will also work closely with the Editors of JU and UPJ to accept cascaded transfer submissions from those journals for consideration in JUOP.

- C. Editorial Board Governance, Editorial Policy Oversight and Direction of Content of the Journal.** In spring 2022, the Editor will collaborate with the AUA's leadership and editorial office to determine the structure of JUOP's new Editorial Board. The Editor will also assist in the selection of the first full Board. The Editor will recommend members to serve on the board based on areas of expertise and experience and conduct regularly scheduled meetings with senior board members, the entire Board, and Publications Department staff. Once the Board is seated, the Editor will oversee the operations of its members. The Editor will clearly define and publicize the topics and types of articles considered for publication and oversee acceptance, rejection, and resubmissions. The Editor will establish, publish, and enforce criteria for authorship and contributorship and require authors to identify the organizations that provided support for the research and describe the role played by these organizations in the study and analysis of the results (authors should have full access to all results of their studies). The Editor will establish policies regarding format and length of manuscripts, numbers of figures and tables allowed, etc. and update Information for Authors on a continuous basis to include journal policies for authorship and manuscript submission, description of journal process for manuscript evaluation, information about the appeals process, and detailed information about manuscript style. The Editor will communicate decisions to authors, which may involve providing explanations for the decision independent of the comments of the reviewers that are to be sent to the authors, and establish a mechanism for which to deal with appeals of decisions.
- D. Peer Review Oversight and Administration.** The Editor must possess a thorough comprehension of the peer review process and maintain an ethical process for the evaluation (review) of manuscripts, which may involve review by the Editor(s), editorial board members, outside consultants, statisticians, the AUA's Publications Committee, the AUA's editorial office, and/or consultants suggested by authors, and determine whether reviewers/authors should be blinded. The Editor will define the responsibilities of reviewers, identify qualified reviewers for particular manuscripts, ensure that reviewers complete their work in a timely fashion, and find ways to reward reviewers (inform them of editorial decisions and send them copies of comments of other reviewers, publish names of reviewers in journal, institute reviewer reward system, etc.). The Editor will provide guidance to editors and reviewers, particularly those who are new, regarding how to evaluate the manuscript and how they should meet their dual responsibility of providing constructive comments for the author and advice to the Editor (routine meetings with editors and peer review seminars). The Editor will establish a system for rapid review of especially important manuscripts, accept manuscripts (with or without revision) without outside review if the quality is deemed to be outstanding or the subject is particularly timely, and reject manuscripts without outside review if an article is not suitable for publication in the journal. The Editor will suggest innovations in the peer review process.
- E. Vision and Innovation.** The Editor should have a vision of what the content of the journal will include, based on the needs and interests of readers, the most promising areas of research in the field, and the extent to which the journal should try to attract and publish this research. The Editor will conduct strategic planning meetings as appropriate and suggest innovations for the journal that will make it an important outlet in the AUA's world-class publications portfolio. The Editor will have extensive experience with OA publishing and will lead JUOP to its future goals, including indexing and acquisition of a Journal Impact Factor.

**III. SPECIFICATIONS**

The AUA encourages diversity among the applicants for Editor [e.g., racial, ethnic, gender and practice type (non-academic practitioners)].

**A. Minimum Qualifications**

1. Must be an AUA Active Member in good standing in the practice of urology at the time of assumption of the position.
2. Possess broad knowledge of specialty including experience/knowledge of working in academic and private practices with national and international reputation/contacts.
3. Proven experience with OA publishing and its ideals and values.
4. Previous publication experience and knowledge of current practices in the publishing industry.
5. Familiarity with Internet- and web-based manuscript submission and review process.

**B. Behavior Traits/Skills**

1. Adheres to the highest professional and ethical standards.
2. Demonstrates exceptional leadership qualities:
  - a. Personal attributes associated with leadership (credibility, integrity, judgment, ability to command respect, flexibility and adaptability, highly organized, decision-maker).
  - b. Energetic and creative self-starter who seeks novel approaches.
  - c. Utilizes long-term vision to evaluate short-term projects.
  - d. Communicates effectively by presenting information clearly and succinctly, framing discussions while respecting the diverse opinions of others and compromising to help reach consensus.
  - e. Outstanding diplomacy and superior negotiation skills.
  - f. Must be highly responsive by email to AUA staff, editorial board, reviewers and authors.
  - g. Willingness to be available on short notice to consult on issues of vital importance to urology that often require an immediate response.
  - h. Ability to work in partnership with AUA staff members to advance the goals of the journal.

**IV. KEY AUA CONTACT:**

The main contact for the duration of the Editor's term is the Director of Publications/Executive Editor, Jennifer Regala (email: JRegala@auanet.org, phone: 410-689-3708).

## ***JU Open Plus Editor Time Commitment***

### **Term**

The term of the editor is three years (renewable once). Position rotates on the calendar year.

The individual selected will serve the first nine months selecting the editorial board and setting up the journal for original and transferred submissions and publication. This will be followed by two years as Editor of the newly established journal. The inaugural editor's first term is March 2022–Dec 2024 and is eligible to be renewed for a second term (Jan 2025–Dec 2027).

### **Schedule**

The Editor must devote sufficient time to be effective. The Editor is expected to fulfill commitments within agreed-upon deadlines including timely responses to frequent communications from AUA Publications Department or other AUA staff, other Editorial Board members, and authors. Prompt communication and response to correspondence is critical. Email replies are generally expected within 24 to 48 hours.

The Editor responsibilities require an average of 10 hours per week that includes communications/calls/meetings with the assistant and associate editors, authors, staff, AUA Boards of Directors, participation, and leadership in key research programs on-site and on-line, etc.

### **Travel Calendar**

The Chair and Chair-elect travel approximately four to seven days away per year. Travel is required to the AUA Annual Meeting and to Publications Committee meetings if they occur.

## **JU Open Plus® Editor Compliance**

The Editor must maintain and promote high ethical standards including good-faith committee decision making and avoiding actual or perceived conflicts with other activities, interests, and/or organizations with which they may be involved. This includes:

1. Compliance with AUA's Bylaws, Conflicts of Interest Policy, Code of Ethics, and other applicable policies.
2. Maintaining confidentiality of private information of the organization, staff, clients, and other editorial board members.
3. Agreeing to uphold AUA's tradition and strict policy of maintaining a professional and respectful environment by signing a civility statement.

### **Permitted Activities**

The following activities are permitted provided they are appropriately disclosed and reviewed:

1. Current (as of commencement of Chair service) investments in pharmaceutical or device manufacturer stocks.
2. Institutional based or multi-center pharmaceutical or device manufacturer research.
3. Private ownership as an individual or part of a group in ancillary services.
4. Concurrent service as an officer or board member of an AUA Section, Specialty Society, or Affiliated society (provided the Board has not deemed the relationship to be a substantial conflict to the AUA and the member has sufficient time to effectively serve on both).

### **Restricted Activities**

#### ***AUA Conflicts of Interest Policy: Level 1 Compliance***

The Editor is a COI Level 1 Board Consultant position and must adhere to [AUA's Principles, Policies and Procedures for Managing Conflicts of Interest](#) policy. Before the beginning of the Editor's compensated term, he or she must disclose and divest of relationships with pharmaceutical and device industries and remain divested for the duration of the term. These relationships include:

- Any governance role with a Pharmaceutical or Medical Device company.
- Any role as consultant or advisor to Pharmaceutical or Medical Device company.
- Any role as paid lecturer or paid attendee at a Pharmaceutical or Medical Device Company event.

#### ***AUA Committees/Councils Participation***

The Editor is required to step down from service on competing editorial boards and AUA Councils or Committees at the beginning of his/her term. Continued service on AUA Editorial Boards may be permitted at the discretion of the Publications Director.

#### ***AUA Awards***

In an effort to reduce perceived conflicts, all physician consultants are excluded from consideration for an AUA Award during their term of service. This exclusion applies to awards nominations during the Editor-in-training year and Editor's term. The Editor will be eligible again to receive an award nomination once his or her term as a physician consultant has concluded.