International Association for the Study of Lung Cancer
RESPONSIBILITIES DESCRIPTION

POSITION: Editor
PUBLICATION: IASLC Lung Cancer News

PURPOSE
To oversee the content of IASLC Lung Cancer News, the official news magazine of the International Association for the Study of Lung Cancer (IASLC), which publishes quarterly for distribution to physicians and other specialists involved in the research and treatment of patients with lung cancer and other thoracic oncologic disorders.

PROCESS FOR SELECTION
A Search Task Force, appointed by and including the Chief Executive Officer, shall include up to six members. The purpose of the Task Force is to conduct a search for Editor. The Task Force shall submit its recommendations to the Chief Executive Officer for final approval and appointment.

TERM AND WORK EFFORT
The Editor shall serve a three-year term effective January 16. This term may be renewed once upon approval by the CEO.

It is anticipated that the first issue of this publication will be April 2016 and that the work effort associated with this Editor position will be on average approximately 5 hours per week.

Two Associate Editors will work with and support the Editor. These Associate Editors will be from different regions around the globe. The three positions should represent the U.S., Europe and Asia/the rest of the world.

COMPENSATION AND EVALUATION
Based on recommendation by the Search Task Force, the CEO shall set annual compensation in the form of honorarium prior to the appointment of the Editor.

The IASLC Publications Committee and CEO will provide the IASLC Lung Cancer News Editor with feedback annually regarding the previous years’ achievements and challenges, as well as provide an opportunity to support the Editor’s goals for the publication in the year to follow.
RESPONSIBILITIES OF EDITOR

- Provide editorial leadership for the content of each issue
- Exercise critical editorial judgment in the determination of educational and scientific meetings appropriate for coverage.
- Review the design and layout of each issue.
- Review advertisements to appear in each issue.
- Review the e-publication of *IASLC Lung Cancer News* on IASLC.org.

RESPONSIBILITIES OF PUBLISHER

- Develop annual editorial calendar for review by Editor.
- Contract with writers for high-quality reporting.
- Prepare draft articles for review by Editor.
- Serve as liaison with subcontracted vendor for design, photography, printing, and distribution.
- Prepare publication for printing and distribution.
- Facilitate the publication of *IASLC Lung Cancer News* on IASLC.org.
- Manage advertising sales and other vendors.
- Provide performance reports regarding *IASLC Lung Cancer News* for IASLC’s review and oversight.