Medical Editor
Application Deadline: January 15, 2019

The Journal

*FPM* is the AAFP’s editorially independent, peer-reviewed practice enhancement journal. Published bimonthly in print and online, and in the weekly “Quick Tips & Insights” newsletter, *FPM* provides practical, authoritative guidance to help family physicians and their teams enhance all aspects of their practice, from delivering high-quality patient care to getting paid and from improving patient satisfaction to improving career satisfaction.

*FPM* is indexed in MEDLINE. The journal is also available in full text through Clinical Key.

The Next Medical Editor

A knowledgeable, forward-thinking family physician who can head the *FPM* Editorial Advisory Board and guide the development of the journal, the medical editor will shape the editorial content by identifying important topics, soliciting articles, and making final acceptance/rejection decisions following peer review.

This part-time, paid position is designed to fit into the schedule of a busy family physician (approximately 2 to 3 hours per week). The ideal candidate will have direct patient care responsibilities and may also have an academic appointment or physician leadership role. The complete position description is attached.

Application Instructions

By January 15, 2019, please send by e-mail your curriculum vitae and a letter (no more than two pages, please) highlighting your interests and qualifications for the position and describing your view and vision for *FPM* to Leigh Ann Backer, *FPM* Executive Editor, lbacker@aafp.org. Please also contact Leigh Ann with questions.
Position description: Medical Editor, FPM

Major function:

The Medical Editor works with the FPM Editorial Advisory Board and the Executive Editor to ensure that FPM remains true to its mission and responsive to the needs of its readers. The Medical Editor makes final acceptance decisions for all manuscripts that enter FPM's peer review process. The Medical Editor manages the Editorial Advisory Board and directs its activities, including the vetting of a content plan that guides the article solicitation efforts of the Medical Editor and the editorial staff.

Principal duties and responsibilities:

- **Determining the editorial content of FPM.** The Medical Editor reviews and makes final acceptance decisions for all manuscripts that enter FPM's peer review process as well as Opinion pieces. He or she also guides the development and vetting of a content plan that determines the range of topics to be covered in FPM and the lineup of regularly appearing departments.

- **Serving as chair of the FPM Editorial Advisory Board.** The Medical Editor presides at periodic meetings of the board, recruits new board members, assesses the performance of current board members, and works with the Executive Editor to develop the board meeting agenda.

- **Enlisting physicians and other experts as authors.** The Medical Editor solicits occasional articles as appropriate from family physicians and others with pertinent expertise.

- **Representing FPM at occasional meetings.** The Medical Editor may be asked to attend up to two meetings per year, including FMX and the STFM Conference on Practice Improvement.

- **Writing occasional pieces for the From the Editor department** – the purpose of which is not to editorialize but to highlight key articles or discuss other FPM initiatives (such as recruiting new reviewers, soliciting responses to surveys, announcing the winner of the FPM Practice Improvement Award, etc.)

Time commitment:

This position is designed to fit into the schedule of a busy family physician. The estimated time commitment is two to three hours per week, plus travel. Travel requirements would include attending a two-day meeting in Leawood, Kansas, once a year and representing FPM at up to two additional meetings per year, budget permitting, as described above.