



The Journal of **COLLEGIATE EMERGENCY MEDICAL SERVICES**

Open Position:

ASSOCIATE MANAGER of EDITORIAL PRODUCTION

Editorial Role

- Oversee editorial production schedule and tracking of content from submission to publication.
- Supervise workflow of Editorial Board, reviewers, design staff, and technical staff during production cycle.
- Collaborate with Outreach and Research Mentorship teams to ensure steady stream of quality contributions.

Preferred Background and Experience

- Collegiate emergency medical services
- Publishing/journalism production
- Excellent organizational and supervisory skills.

Time Commitment and Compensation

- 3-5 hours per week
- Volunteer, uncompensated



Location

- Remote position, no location preference

Apply Now

- Send resume/CV, brief description of interest and qualifications, and contact info for one or more references to: JCEMS@CollegeEMS.com.

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