

JCMS: Call for Assistant Editors

Application deadline: **October 11, 2024**

Position period: January, 2025 - June 2026 (with possibility to extend)

Direct questions to: Raphael Rosalen, Managing Editor, editors@jcmsjournal.org

The *Journal of Cinema and Media Studies* (JCMS) invites applications from current doctoral students working in the field of humanistic media studies, broadly defined, for two open positions in the role of Assistant Editor. Assistant Editors are part of the JCMS masthead and work closely with the co-editors-in-chief, as well as other members of the editorial team.

The main responsibility of the Assistant Editors is desk review. Desk review entails reading submissions, assessing their fit for the journal and their readiness for peer review, and (in some cases) providing feedback to authors. More about JCMS's desk review process and criteria is [available here](#).

Each Assistant Editor is expected to commit roughly 4 hours per week year-round, including over the summer. Desk review is a time-sensitive, ongoing, and collaborative process. Applications are encouraged from doctoral students who are in the second or third years of their programs, and who plan to graduate no earlier than spring 2026.

Each Assistant Editor will receive a \$500 honorarium to offset travel expenses for the annual Society for Cinema and Media Studies conference. Other benefits of the position include editorial experience, publishing insights, professional networking opportunities, and internationally recognized service to the field. International students are welcome to apply.

Assistant Editors will take over desk review in January 2025. Training under the current Assistant Editors will begin in late November 2024.

Application instructions

Please send the following materials to managing editor Raphael Rosalen (editors@jcmsjournal.org) by October 9, 2024.

- A one-page statement of interest. Please describe: yourself and your research areas, your current stage in your doctoral program, your editorial and service experience if any, and why you are interested in the position.
- CV.
- Names and emails for two references who can speak to your strengths in organization, collaboration, and/or time management, such as advisors or faculty you have TA'ed for. No letters are required at this time.

All documents should be submitted in Word doc or PDF format as attachments to your email. Please include reference information in the body of your email.

Following review of these materials, the co-editors-in-chief will reach out to applicants about next steps, which may include reading sample articles and/or a Zoom interview.

Please feel free to send questions to the *JCMS* managing editor Raphael Rosalen at editors@jcmsjournal.org.