

The American Society of Human Genetics (ASHG), founded in 1948, is the primary professional membership organization for human genetics specialists worldwide. The Society's nearly 8,000 members include researchers, academicians, clinicians, laboratory practice professionals, genetic counselors, nurses, and others who have a special interest in the field of human genetics. Our members work in a wide range of settings, including universities, hospitals, institutes, and medical and research laboratories. *The American Journal of Human Genetics (AJHG)* and *Human Genetics and Genomics Advances (HGG Advances)* are official journals of the American Society of Human Genetics (ASHG) that present the latest scientific breakthroughs and perspectives on important issues within the human genetics and genomics research community. *AJHG* is ASHG's flagship scientific journal that continues to publish many of the most important findings in human genetics. *HGG Advances* is dedicated to providing a high-quality, fully open access publication option that also serves the rapid expansion of discoveries in human genetics and genomics. Together with the ASHG annual meeting and robust, year-long digital programming, the ASHG journals are premiere venues for the communication of high-quality and thought-provoking scientific research and review.

Editor-in-Chief Key Responsibilities

Editorial Vision and Strategic Leadership

- Collaboratively with *AJHG* editorial staff, develop and implement strategies to engage with and influence a broad, diverse group of researchers & clinicians working in human genetics.
- Be the public voice and face of *AJHG*, increasing its visibility through editorials, presentations, and interactions with ASHG members and other genetics and genomics trainees and professionals.
- Collaborate with ASHG and the Publisher (currently Cell Press) to monitor competition, and to gather and evaluate qualitative and quantitative information regarding the awareness and perception of the journal's effectiveness in meeting the needs of its audience.

Content Development

- The EIC shall strive to encourage submission of the most authoritative, innovative, and highest quality research to the *Journal*, and will actively solicit the best work being done across a range of human genetics and genomics research.
- In consultation with the Society and the Publisher, the EIC shall establish goals for *Journal* features and scope; structure, make-up and membership of its Editorial Board; and policies regarding the peer review process.
- The EIC shall have sole responsibility for the content of *AJHG*. The Society will not interfere in the evaluation, selection, or editing of individual articles, either directly or by creating an environment in which editorial decisions can be influenced.
- The business model of *AJHG* allows authors and/or funders to pay an article publication charges (APCs) for open access publication. The Society and the EIC agree that no paper will be accepted for financial reasons, and the payment of an APC will not influence the editorial decision.
- Cultivate a creative and innovative editorial environment. Anticipate evolving needs of readers and continually consider emergent formats and techniques for knowledge transfer.
- Oversee the editorial team to solicit, evaluate, and edit contributions *AJHG*, and prepare and deliver its content according to the established schedule.

- Uphold the ethics and conflict of interest policies and practices as established by ASHG and based on publishing standards (e.g., ICMJE, COPE, CSE), and work with the editorial team to consistently resolve questions of scientific misconduct and ethics.

Operational and Team Management

- Recruit and foster strong relationships with the Editorial Board.
- Provide leadership and guidance to the editorial staff according to best practices and in consultation with the Director of Scientific Publications.
- Foster a culture of trust, respect, communication, innovation, creativity, and inquisitiveness.
- Screen and identify expert peer reviewers, evaluate their comments, and communicate with authors regarding requirements for revisions and decisions of acceptance or rejection.
- Support the efforts of ASHG and the Publisher to promote *AJHG* content through marketing and communication plans.

Governance Support and Reporting

- Report to the ASHG Board, in consultation and collaboration with the Director of Scientific Publications and the *HGG Advances* EIC.
- The EIC will have the support of a staff of ASHG-employed scientific editors, including a Deputy Editor who will serve as the direct manager of assistant and/or associate editors and who will oversee the work of an Editorial Assistant. An Editorial Board, composed of ASHG members, will serve in an advisory capacity.