

IJGC Editorial Fellowship Program

The Editorial Team at the *International Journal of Gynecological Cancer* is offering three 4-month Editorial Fellowships from January-April 2025, May-August 2025, and September-December 2025 for all those interested in learning about the processing of manuscript submission, peer-review analysis, revisions, and ultimately production and publication, as well as journal management and strategy.

This experience will match the Editorial Fellow with the Editor-in-Chief, and together they will work to assure for a very positive and productive learning experience.

Fellowship Objectives

During their appointment, fellows will gain experience in peer review processing, proposal/manuscript development, medical journal production, working with authors, editorial board management, and implementing a strategic vision plan. The objectives of the project are:

- Increase interest in “editorial” and other publication-related activities for trainees and fellows
- Increase understanding and participation in the IJGC review process
- Tighten the relationship between the “new” generation of gynecological oncologists and more experienced generations
- Increase the visibility of IJGC among younger gynecological oncologists

Fellowship activities

The Fellows will participate in manuscript decisions, strategic planning for the journal, editorial team conference calls, social media planning and strategy, and the journal’s annual meeting. In addition, the fellow will work on special projects based on personal areas of interest and the needs of the IJGC and Editor-in-Chief expectations. Fellows will develop the skills to further their own research careers and effect change in the quality of medical research. Examples of activities undertaken during the Fellowship might include the following:

- Serve as Editorial Fellow for 4 months.
- Peer review of manuscripts and consult with the Editor-in-Chief on peer review
- Learn how electronic manuscript review systems work
- Be involved in the final decision of selected manuscripts together with the Editor-in-Chief
- Participate in monthly Associate Editors telephone conference calls
- Participate in all meetings of the Editors during the annual meetings of IJGC as per candidate’s availability
- Recruit trainees as reviewers as determined by the Editor-in-Chief
- Develop online initiatives (depending on the needs)
- Prepare and participate in IJGC’s monthly Zoom Journal Club, IJGC mentors’ podcast, and discuss questions with the Editor-in-Chief about questions suitable for the weekly podcasts. Assist the Social Media Editors with promotion of the journal through Facebook, Twitter, LinkedIn and Instagram, including posting from the @IJGcfellows Twitter account
- Assist with developing content by identifying potential authors and topics for invited articles, such as Review Articles, Clinical Trials, Corners of the World, Pathology Archives, Tumor Board, and Podcasts
- Final report to the Editor-in-Chief to demonstrate what was learned during the program

IDEAL CANDIDATE:

The IJGC Editorial Fellowship is designed for a junior faculty or fellow who wishes to build skills and gain experience through active participation in the IJGC editorial team.

Ideally, all Fellows will attend the IGCS and/or ESGO 2025 annual meetings (funding not available). During the meeting, Fellows will be invited to join the journal’s Editorial Board meeting, write meeting summaries about important sessions, record interviews with speakers, and promote the meeting and the journal on social media through the [@IJGcfellows](#) Twitter account.

Candidates must have documented interest in gynecologic oncology, such as:

- Fellowship/residency in oncological gynecology, radiotherapy or medical oncology (completed or in progress)

- Work in an oncology center
- Documented publishing experience
- Involvement in past IGCS, IGCS Early Career Network, ESGO, or ENYGO activities is an advantage

APPLICATIONS:

We are accepting applications through this Google Form: <https://forms.gle/MtkmVzxv3Ui9Jhye9>

Please note that due to the materials we must collect, applicants will need to use a Google account to access the form.

If you experience any issues or need assistance, please email our office ijgc@jeditorial.com with the subject line "Editorial Fellowship Assistance".

DO NOT send us your application by email. Please only use the above form to submit your application materials.

Timeline: The application window is only open between **September 1 and October 15, 2024**.

Materials: To apply, the candidate will need to provide the materials listed below:

- CV (maximum 2 pages)
- Letter of interest (one page, please be as specific as possible in detailing the reason for interest in the Editorial Fellowship and how it would benefit to you)
- Letter of recommendation from the Head of the Department or from an ESGO or IGCS Member with a statement of protected time for the performance of the fellowship functions
- List of publications or performed reviews
- Proof of proficiency in English is absolutely necessary

Selection process: The Editor-in-Chief will evaluate the applications and select potential candidates that he would like to interview. Interviews will be held in November and into December, as needed. Fellows will be selected by December 31, 2024. The decision is final without right of appeal.