

*Reading Research Quarterly (RRQ)* is a quarterly, peer-reviewed publication. For more than 50 years, *RRQ* has been the leading global journal offering multidisciplinary scholarship on literacy among learners of all ages.

As of 2021, the following changes to journal editorship have been implemented:

- **Applicants now have the option of applying as teams of two to five people.** For teams with three or more individuals, **one person must be identified as the senior editor** with final decisional authority.
- **The term of appointment is now four years (previously six years).** The first year overlaps with the current editorial team's term. During this period, the new editors will organize the editorial office, set up the peer review process, and begin to adjudicate manuscripts. The subsequent three years will correspond to three volume years of the journal, during which the editors will adjudicate and supply peer-reviewed and non-peer-reviewed manuscripts for publication.
- **ILA now provides financial support to its journal editor teams in the amount of US\$25,000 per annum.** Funds are allocated according to the institutional homes of the team members. This commitment is intended to help the editors defray certain costs, including the hiring of freelance assistants.

**Responsibilities:**

- The first and foremost responsibility of ILA journal editors is to meet the publication schedule. To meet this crucial goal, journal editors are provided with the complete support and assistance of ILA and Wiley staff.
- ILA journal editors are responsible for editorial practices compatible with the general policies and procedures established by ILA's bylaws and the ILA Board of Directors as recorded in the Policy Manual. The editors also work under the supervision of ILA staff and Wiley.
- Editors are responsible for the academic content of the journal. Editors accept or reject manuscripts submitted for publication, exercise leadership in obtaining appropriate material for publication while maintaining an open forum, and manage the peer review process with administrative support of ILA staff.
- Editors must also do the following:
  - Establish a double-blind peer review system in cooperation with ILA staff and following ILA guidelines
  - Establish an Editorial Review Board of approximately 160 members and prepare a list of potential ad hoc reviewers
  - Correspond with authors in a timely manner
  - Work with authors on substantive editing of manuscripts and creation of possible online supplemental material
  - Provide complete, accepted manuscripts to the managing editor for copyediting and production on schedule
  - Lead social media efforts on behalf of the journal

- Work cooperatively with marketing and communications staff at ILA and Wiley to engage the journal's audience
- Work cooperatively with editorial and production staff at ILA and Wiley
- Editors will work with the managing editor to prepare open calls for potential Editorial Review Board members and ad hoc reviewers to be published regularly in the journals and in ILA's quarterly magazine, *Literacy Today*.
- If editors change institutions during the editorial term, the editorial office will be relocated to the new institution. If a senior editor has been named in an editorial team of three or more individuals, and that editor has not changed institutions, the office will remain at the senior editor's institution.

**Division of editorial duties:**

Regardless of the size of the editorial team, the applicants must explain how they will divide and assume their roles and responsibilities. The applicants must put forth a coherent and practical regimen that ensures the journal will meet its publication schedule.

**Qualifications:**

Editors must be active professionals in the field of literacy. Additional qualifications include the following:

- ILA membership (nonmembers are expected to become members upon acceptance of the editorship role)
- A record of recent research and publications
- Editorial experience (e.g., journal editorship, review board participation)
- Evidence of concern for interdisciplinary, multicultural, and worldwide literacy issues
- Effective interpersonal and communication skills
- Effective management and organizational skills
- Effective electronic communications skills

**ILA liaison:**

Reports to ILA's Director of Programs and Events

**Publisher liaison:**

Cooperates with the project staff at Wiley

**Term of office:**

- Term begins: July 1, 2022
- Term concludes: June 30, 2026
- Volumes: 59–61, publishing January 2024 through October 2026