

## Deputy Editor Roles (x2): Call for Applications

*The Law Teacher: The International Journal of Legal Education* is seeking to appoint two new Deputy Editors. One on a permanent basis and one to cover an 18-month period of leave. This is an exciting opportunity for two creative and collegiate individuals with a dynamic global outlook and passion for legal education.

For nearly sixty years, *The Law Teacher* – the journal of the Association of Law Teachers – has sought to act as a focus for the sharing and promotion of excellent teaching practice and research. The peer-reviewed journal includes work, theoretically engaged and/or empirical, that explores policy and pedagogy in legal education internationally.



### Role and Responsibilities:

The Deputy Editors will:

- Work closely with the General Editor to manage articles from submission through to publication.
- Work with the General Editor in managing the peer review process (including the allocation of articles to reviewers, considering reviews, and making final manuscript decisions).
- Be a key decision-maker in operational decisions, working closely with the General Editor.
- Undertake discrete projects as directed by the General Editor or Editorial Board from time to time, such as managing the annual seminar grant call and calls for special issues and arranging Editorial Board meetings.
- Contribute to strategic discussions and decisions through the Editorial Board.
- Liaise with Taylor & Francis as appropriate to support the operation of the journal.
- Liaise with the General Editor and other Editorial Board members as necessary to source new authors and material.
- Encourage the submission of articles to the journal from expert researchers and 'rising stars' in the field and suggest potential topics for papers.
- Be an ambassador for the journal and build, nurture, and grow a community around it, including increasing awareness of the journal and individual articles and flagging newsworthy articles for marketing.

### Requirements for the roles:

Essential:

- An established research profile in the field of legal education with a track record of peer reviewed publications in this field.
- Strong organisational and administrative skills.
- Familiarity with submission software.

Preferred:

- Prior experience in an editorial role.
- Familiarity with Editorial Manager.

**Application:**

Please explain in no more than 1 side of A4 why you wish to take on this role and outline the skills and/ or experience you would bring. Please also attach a maximum 2 side A4 CV (minimum font 11). The role is unpaid but any expenses for travel within the UK associated with the role will be covered by the Association of Law Teachers.

For both roles, appointment will be from 1<sup>st</sup> July 2025. For the temporary role, this will be for an initial period of 18-months, with potential scope for this period to be extended by mutual agreement. For the permanent role, the appointment will be subject to a 12-month probationary period.

Please send your application and CV to *Law Teacher* General Editor, Dr Emma Jones [emma.j.jones@sheffield.ac.uk](mailto:emma.j.jones@sheffield.ac.uk) by 5pm Monday, 9<sup>th</sup> June 2025. If you would like a preliminary discussion prior to applying, or have any queries, please also email Dr Jones.

Shortlisted applicants will be invited for an online conversation to talk about the journal and their potential contributions.

*The Law Teacher* is the journal of the Association of Law Teachers  
“*Passionate about legal learning*”

