

## Editorial Board

Eras is produced by an editorial board of up to 10 postgraduates. The Board meets at least monthly, but also as required.

Membership of the Eras Editorial Board offers postgraduates in the [School of Philosophical Historical and International Studies](#) at Monash University the opportunity

- to build skills in evaluating and editing the work of other researchers and scholars and providing them with constructive feedback
- to learn to collaborate in managing, producing and promoting a scholarly journal.

Board members are expected to

- actively contribute to the work of producing, promoting and developing the Journal
- remain on the Board for at least a year
- attend Board meetings regularly
- communicate with the Board when unable to attend, and not miss three or more consecutive meetings
- step down from the Board within 6 months of completing candidature.

Tasks shared across Board members include:

- identifying, and communicating with, peer reviewers
- reading and preparing comments on submissions
- working with authors to refine their submission
- sourcing books for review and assigning to reviewers
- text entry and online layout
- proofreading
- updating Eras webpages using the CMS, and liaising with Monash IT staff
- preparing promotional copy and organising production of promotional material
- promoting the Journal in person at seminars and conferences
- contributing to the Journal's social media
- taking part in and chairing meetings, taking minutes.

Board members need to be confident in their writing skills, able to work well in a team, and committed to developing and maintaining the Journal at a high standard. Skills in social media, communications, web CMS, marketing, copywriting are also welcomed.

Enquiries about joining the Editorial Board should be sent to: [arts-eras-journal@monash.edu](mailto:arts-eras-journal@monash.edu)

There are currently **0 vacancies** on the Editorial Board.

Last Updated: 5th August 2019.