

***Food Quality & Safety* – Industry Editor**

About the Publication

Food Quality & Safety magazine is the premiere resource for the food and beverage industry and is distributed to professionals who are tasked with ensuring quality and safe food products. The publication has been providing readers with thought-provoking and relevant information on quality assurance and food safety for more than 25 years. Our readers hold job titles in quality assurance/quality control, food safety management, validation and compliance, lab management, research and development, plant operations, and others.

Food Quality & Safety contains articles written by food industry professionals and experienced journalists. Our award-winning material covers the latest and most relevant news, regulations, technologies, trends, and issues impacting the food industry.

The magazine is distributed as both a bi-monthly print issue and online at foodqualityandsafety.com, with weekly emails (“The Weekly Menu”) highlighting print and online exclusive content. The print issue reaches more than 18,000 professionals in the food and beverage industry each issue, and our emails are delivered to approximately 46,000 professionals weekly.

Industry Editor Position Description

The Industry Editor works closely with the Wiley Editor, who runs the day-to-day editorial office operations. The Industry Editor suggests ideas to keep the publication current with developments and trends in the food and beverage industry. Together, the Industry Editor, the Wiley Editor, and the Editorial Board plan the annual editorial strategy.

Responsibilities

- 1) Oversee the editorial content of *Food Quality & Safety* and its editorial direction to ensure that the publication is relevant to professionals in the food and beverage industry. You provide editorial leadership and will be given deference to decisions on content.
- 2) Monthly, you will be asked to participate in an hour-long editorial planning/brainstorming conference call with the Wiley Editor to assist in:
 - Idea generation for future articles in *Food Quality & Safety* (6 print issues/year plus online content);
 - Identifying experts in the field who can author articles on relevant topics in food science, food quality, and food safety.
 - Identifying experts in the field who can assist freelance writers as sources.
- 3) You will write a “From the Editor” column (approximately 400 words) on a topic of your choice to appear in every issue of *Food Quality & Safety* during the term of the agreement. Deadlines and specific details to be agreed upon with the Wiley Editor.
- 4) As needed, you will identify new columnists for *Food Quality & Safety* and provide guidance to current columnists.

- 5) Each issue, you will be asked to review every article in the publication for accuracy (10–15 articles per issue). You will submit your comments to the Wiley Editor via e-mail.
- 6) Each issue, you will review a PDF of the designed issue to ensure all images and supporting design elements are appropriate.
- 7) On an as-needed basis, you will make yourself available to the Wiley Editor for general opinions and advice.
- 8) On an as-needed basis, you will support the content development process for the routine publication of original content for the *Food Quality & Safety* website and e-newsletters (approximately 4–6 articles per month) via idea generation and source identification and reviewing articles for accuracy.
- 9) You will maintain an editorial board and run at least two in-person and/or teleconference meetings annually with board members. You will appoint, supervise, and use the editorial board by establishing specific roles, responsibilities, and/or tasks for the editorial board members on a regular basis.
- 10) In addition to the work on the publication, you will assist in an effort to expand our web presence for food technology.

Note: In terms of the time commitment, this equates to approximately 10–12 hours/week. More time will be spent during production weeks for each print issue. Additionally, the time commitment will be longer in the beginning of the tenure before rhythms and efficiencies are created.

Skills

- A food and beverage visionary who can build on the success of *Food Quality & Safety*
- An individual known within the food and beverage industry with established contacts throughout the field.
- Previous publishing experience—print or digital—preferred.
- Excellent verbal, written, and editing skills.
- Ability to make decisions to ensure *Food Quality & Safety* meets quality editorial standards.
- Ability to adhere to editorial deadlines established in collaboration with the Wiley Editor.
- An ability to understand and address the varied interests and concerns of the food and beverage community, even those that differ from your own.
- A collaborative leader, who will delegate and leverage the strengths of the editorial board members.

To apply: Please send a resume/CV and cover letter describing why you would be a good candidate for the position to skuehne@wiley.com. **The deadline for the application is November 1, 2021.**