

## Internship: Editorial Associate (virtual)

The Federation of European Biochemical Societies (FEBS <https://www.febs.org/>) runs four scientific journals: *The FEBS Journal*, *FEBS Letters*, *FEBS Open Bio* and *Molecular Oncology*. The postholder would work with our editorial office staff, gaining insight into the publication process of academic research and assisting with the promotion of our journals to the scientific community. A range of projects are available, depending on the interests of the postholder, with some examples given below.

- Supporting the journal editors with triage of submitted manuscripts and the selection of suitable reviewers
- Assisting in the quality control of provisionally accepted manuscripts, screening figures for possible signs of image manipulation
- Promotion of our journals through our own FEBS Network (<https://network.febs.org/>) and on social media
- Assisting with data analysis related to journal performance and article dissemination
- Research and compilation of 'virtual' collections of published articles
- Assisting with the commissioning and writing of 'front half' review and editorial content

The postholder will have the opportunity to suggest and embark on projects of their own in consultation with the journal editorial staff.

### About FEBS and FEBS Press

FEBS is a charitable organization, supporting research and education in molecular life sciences through its journals, fellowships, courses, congress and other activities. It brings together the thousands of members of national biochemistry and molecular biology societies in Europe and neighbouring regions. The publication of high-quality journals by scientists for scientists is one of FEBS' core objectives, with the revenue raised supporting fellowships, courses, congresses and other activities.

FEBS Press was established in 2016 – in partnership with Wiley, a publisher renowned for its society support – to better integrate its four journals with other FEBS services, and to ensure seamless introduction of new initiatives for all its authors and readers.

**Daily work pattern:** full-time, 35 hours per week, working remotely

Our editorial office is located in Cambridge (UK) with staff also working remotely from elsewhere in the UK, Germany and Spain. We hope that some in-person meetings will be held, once it is safe to do so.

Applications: ongoing with no deadline

**To apply**, please send a CV and a short covering email, explaining your interest in this post to Mary Purton [purton@febs.org](mailto:purton@febs.org)