

# Request for Proposals

Editor-in-Chief | *Journal of Health & Human Services Administration*

The Southern Public Administration Education Foundation (SPAEF) requests proposals from individuals interested in becoming the next editor-in-chief(s) for the *Journal of Health & Human Services Administration* (JHHS). JHHS is a quarterly journal affiliated with the American Society for Public Administration (ASPA) Section on Health & Human Services Administration. In January 2024, JHHS will officially become a SAGE journal.

The Journal of Health and Human Services Administration (JHHS) is a quarterly publication of conceptual and empirical research on administrative and managerial topics in the health and human services sectors. The next editor-in-chief(s) will have robust institutional support to perform the roles and responsibilities of the position. These roles and responsibilities include:

- Processing of manuscript submissions (approximately 100 annually)
- Identification of reviewers, and management of the review process
- Oversight of production for four issues per year
- Grow quality submissions, both domestic and international
- Develop focused areas of manuscript submissions
- Commission special issues on selected topics
- Manage Best Article annually
- Submit annual report to the JHHS Editorial Board and SPAEF

## Submit a Proposal:

Proposals should include the following information:

### *Qualifications and Editorial Team*

- A statement of editorial vision, goals, and approach for JHHS.
- Evidence of established, well-respected scholarship and leadership in public administration.
- A description by the candidate(s) that addresses their qualifications for the role of editor-in-chief, and examples (if any) of how the candidate has successfully fulfilled roles similar to that of editor.
- A description of the proposed editorial team, and the curriculum vitae for the proposed editor-in-chief(s), managing editor, social media editor, and all other editorial team members.

### *Institutional Support*

- A description of the proposed supporting institution(s), and types of support provided to the editorial team (e.g., release time, support for graduate assistants or other personnel, travel funds to attend conferences, and ability to support JHHS's social media presence). Proposals may be from individual institutions or multiple institutions working collaboratively.
- A proposed approach for providing the financial, editorial and administrative support required to continue JHHS's successful management and publication.
- Letters of commitment from appropriate officials from the supporting institution(s).

*Outreach*

- A discussion of outreach efforts to solicit symposia, special issues, or other types of special features.
- Statement of how outreach to the academic and practitioner communities will be achieved.
- Plans for broadening the scope and increasing the impact factor of the journal.

Questions and completed proposals can be submitted to Hillary Knepper via email:

hknepper@pace.edu

**Applications are due December 15, 2023**