

CNS (Charite NeuroScience) Editor-in-Chief Role

The CNS is a student-run publication on a volunteer basis, and the editor-in-chief role is key to its success. Interested students should be self-motivated, interested in learning about science communication, and enjoy working with people.

CNS Editorial Structure:

Historically, the CNS has been a loosely structured process, with a meeting to brainstorm each issue followed by a month of writing, a month of peer review, and then some weeks for layout and editing. The editor-in-chief role has been filled by both single volunteers and teams of 2 to 4. In recent years, a more formal structure has been developed, in which 3-4 Senior Editors work to organise articles during the peer editing process.

Tasks of the editor-in-chief:

- organize brainstorming meetings for each issue
- set deadlines for article submissions and editing
- oversee a team of editors (or oversee articles directly)
- resolve any disputes during the editing process
- write the editorial for each issue
- send the articles for layout, done by the Charite Media Office, and coordinate the proofreading and corrections of the layout
- send the final layout for printing
- distribute printed copies around campus and via mail
- announce the new issue via mailing list, LinkedIn, and Twitter

Interested in joining?

Contact us at CNS-newsletter@charite.de. We would be more than happy to discuss our process further and take you along to observe the production of our next issue.