Associate Editor, Journal of the History of Collections

Application deadline: May 19, 2025

Christina Anderson

Oxford University Press (OUP) invites applications for the position of Associate Editor for the Journal of the History of Collections. We are particularly seeking candidates with expertise in Eastern European, Asian, 18th-21st century Western art histories and Classical art more broadly. We are not looking to expand our expertise in early modern or Renaissance art at this time. Ideally, the candidate will take up the position in mid-2025.

The journal is dedicated to the investigation and exploration of all aspects of collecting activity, with no limits on time period or subject matter. From its inception in 1989, the journal has sought to provide a platform from which researchers can speak to each other across disciplinary boundaries. The journal appeals to those with an interest in ethnography, natural sciences, archaeology, the history of medicine, decorative arts, the social history of museums and galleries, the collecting and display of painting and sculpture, and related fields.
Candidate requirements
Candidates should have a broad base of knowledge in the field of the journal; considerable experience in peer reviewing; a strong record of recognised scholarship; time to devote to the journal; a strong grasp of the English language (particularly in written form); an interest in reading and publishing in the field of the history of collecting; the
ability to undertake critical review of manuscripts; good communication skills; an appreciation of publication ethics; and good networks in the field. Previous journal editor experience is beneficial but not required.

Applicants can be based in any country. We particularly welcome applications from groups traditionally under represented in academic publishing, including but not limited to women, Black and minority ethnic candidates, and those with disabilities. If you are interested in the role but unsure whether it is appropriate for you, please don't hesitate to reach out to the Publisher for the Journal of the History of Collections at Oxford University Press, Sharmin Islam: sharmin.islam@oup.com

To apply, please submit the following to Sharmin Islam, Publisher for the journal at Oxford University Press:
1. A letter answering these points:
- Reasons for your interest in the Associate Editor position
- Brief description of your research and/or interests and current fields of activity
- Any prior editorial experience, including work in the following roles: peer reviewer, editor, associate editor, and/or editorial board member of a journal; involvement in an edited volume
- Estimate of the amount of time per week that you can devote to the position

- Other personal qualifications and/or comments that may be relevant for the selection committee
2. Your curriculum vitae

Applications will close on 19th May 2025.

Please email Sharmin Islam, Publisher for the journal at Oxford University Press, and/or Christina Anderson, Editor-in-Chief, editorjhc@gmail.com, for more information about the role or application process. Shortlisted applicants will be interviewed shortly after the closing date.

The Associate Editor role
Associate Editors for the Journal of the History of Collections manage the review of manuscript submissions as delegated by the Editor-in-Chief. They also have an important role to play in discussing journal strategy and providing insight into the field.
Specific responsibilities include:
- Evaluating original and revised submissions to ensure that they meet the scope of the journal and the journal's ethical standards, and are subject to thorough and impartial peer review in a timely manner prior
to publication.
- To become proficient with using the ScholarOne submission system to process manuscripts.
- To work with OUP as needed on the investigation and resolution of publication ethics issues.
- To accept to have their name, academic affiliation, location, and declaration of interests listed on the journal's website in association with their editorial role. To update the Publisher on any changes affecting this listing in a timely manner.
- To participate in regular online meetings with the core editorial team and Publisher to discuss journal strategy and editorial matters.
- To contribute insights on recent or important topics in the field.
- To serve as an ambassador for the journal: upholding its values, representing it in professional settings, encouraging others to submit and to become involved as peer reviewers.
- To support the journal's goals around diversity, equity, inclusion, and access, for example by suggesting early and middle-career scholars as board members.
- To be well-informed about best practices in scholarly publishing and its standards of conduct.
- To be a well-informed observer of the publication landscape in the history of collecting.
- Selecting manuscripts that are of a high quality and are scientifically sound. Published manuscripts are expected to be logically consistent, and to refer appropriately to previous work.

Journal information
Owner and Publisher: Oxford University Press
Frequency: Three issues per volume, one volume per year.

Editorial structure: the Editor-in-Chief is currently supported by a Deputy Editor, a team of Associate Editors, and an Editorial Board. An Editorial Office Manager and Copyeditor appointed by Oxford University Press completes the editorial team.

Peer review process: the manuscript submission and peer review processes are managed using the ScholarOne online system. This system allows authors, reviewers, editors, and other editorial office members to perform tasks related to manuscript submissions and peer review independently, online, at any time of day, and from any location.

Many actions are either automated or completed with the assistance of the Editorial Office Manager. Technical support is available through ScholarOne, with additional support provided by the editorial office manager and Oxford University Press. Training in use of the submission system will be provided. Manuscripts should usually be sent to a minimum of two expert reviewers.

Publication ethics: the journal adheres to the guidelines issued by the Committee on Publication Ethics (COPE).

Meetings: the Editor-in-Chief, editorial team, and Publisher meet online several times per year to discuss journal strategy.

Operational support: all business services and vendor relationships related to the production, sales, and marketing of the journal are managed by Oxford University Press.

Reference:

JOB: Associate Editor, Journal of the History of Collections. In: ArtHist.net, Apr 22, 2025 (accessed Nov 16, 2026), <https://arthist.net/archive/47307>.