



MLA News Editor Position Description

Call for *MLA News* editor candidates

The *MLA News* is a publication of the Medical Library Association (MLA) led by an MLA member appointed by the MLA Board of Directors for a three-year term. MLA has appointed an *MLA News* Editor Search Committee (see below), chaired by MLA Board of Director member Lisa K. Traditi, AHIP, to identify and recommend candidates to the board for a term starting at MLA '18 in Atlanta (May 18–23) or when a candidate is selected. Jodi L. Philbrick, AHIP, has been leading the *MLA News* as interim editor since January 1, 2018.

The editor of the *MLA News* has a unique, exciting, and high-profile role that impacts MLA, its brand, and the health information profession at large. The editor directs the publication of online news, opinions, and advice to the 3,100 MLA members. Select articles are also available to the public and to an increasing number of nonmember stakeholders in health information (e.g., public librarians, health care providers, legislators, administrators, influencers).

The *MLA News* is steadfastly becoming the central and primary communication vehicle for all MLA content, including MLA communities (sections, special interest group, and chapters), MLA committees and leaders, expert contributors at large, and MLA headquarters. Areas of content cover the scope of professional competencies (information services, information management, instruction and instructional design, leadership and management, evidence-based practice and research, health information professionalism), MLA association life (communities, member spotlights, achievements, events, and so on), advocacy for the profession, public policy, and global initiatives.

MLA News coverage reflects the increasingly interdisciplinary nature of health information, recognizing the wide-ranging contributions to the development of methods, tools, and evaluation strategies that are relevant to the field. See the full [MLA News scope statement](#).

The successful *MLA News* editor candidate will work with the MLA director of marketing and communications to transform the editorial strategy and delivery, strengthen connections with MLA communities, and ensure that expertise of community members is widely shared.

Editor responsibilities

The editor is accountable to the board of directors, works closely with MLA's executive director and MLA's director of marketing and communications, and has editorial independence within the scope and budget of the publication.

The editor provides leadership for the *MLA News* editorial team driving strategy, vision, collaboration, synergy, and market outreach. Responsibilities include:

1. Editorial leadership

- Drives editorial vision and strategy consistent with MLA's mission and the *MLA News* scope
- Sets the overall tone for the publication
- Appoints, develops, and empowers a high-performing editorial team (column editors) to drive growth and engagement across all audiences and content scope areas
- Is ambassador for MLA to members and nonmembers

2. Operations

- Ensures on-time and consistent article review operations and production schedules, with the support of the managing editor
- Communicates with the editorial team and authors, and reaches out to prospective authors (members and nonmembers) to foster quality, provide constructive feedback, and develop the engagement of the community
- Effectively oversees the *MLA News* production operations including the distribution of news articles via MLA blog channels
- Regularly reports to and engages with MLA leadership and membership on *MLA News* success metrics, editorial vision, and issues

3. Value creation

- Articulates a vision for the *MLA News* as a central communication vehicle for MLA members and nonmember audiences, and creates a strategy and implements a plan to achieve the strategy in the following areas:
 - uncovering new, unimagined opportunities for outreach;
 - developing an expanded editorial strategy and organization;
 - using resources from various cultures among MLA communities for content development and integration;
 - sharing media and published content online to attract and acquire a clearly defined audience;
 - connecting to MLA communities and ensuring that the *MLA News* meets the objectives in areas of expertise and audiences; and
 - improving the reader experience through the development of robust communications in the health information community.

Additional information:

- The *MLA News* editor is a volunteer position, appointed by the MLA Board of Directors for three years, renewable.
- The *MLA News* editor will receive forty points per year toward membership in the Academy of Health Information Professionals as determined by the [Credentialing Committee](#)
- Candidates should plan on a time commitment of eight to ten hours per week and ensure that they have the approval of their institution, if applicable.
- Technical expertise in blog usage and administration is required.
- Attendance at the MLA annual meeting is preferred, as it includes a meeting with the MLA Board of Directors, and a meeting with the editorial team.
- Expenses are reimbursed based on MLA's expense policy and board-approved budget.

Individuals who are interested in the *MLA News* editor position should email a letter of interest along with a CV/resume to [Martha Lara](#), MLA director of marketing and communications, by **March 16, 2018**. If you have questions, please contact the search committee chair, [Lisa Traditi, AHIP](#).

***MLA News* Editor Search Committee:**

Lisa K. Traditi, AHIP, Chair

Marie Tomlinson Ascher

Kevin Baliozian

Karen Gutzman

Tony Nguyen, AHIP

Melanie Norton

Jodi L. Philbrick, AHIP

Stephanie J. Schulte