



Journal of Health Administration Education **Reviewer Panel Job Description**

Purpose of the Journal

The Journal of Health Administration Education (JHAE) is a quarterly peer-reviewed journal which chronicles research, case studies, and essays by leading health administration educators and professionals.

The Journal addresses key policy issues in health administration management nationally and internationally and is the foremost authoritative guide on the latest academic and professional developments in the field.

As one of the only professional publications in the field, the Journal sets a standard in health administration education research.

Purpose of Review Panel

The Reviewer Panel provides peer review of all submitted manuscripts.

Role of Reviewer Panel Member

- Provide timely and thoughtful peer review of manuscripts submitted to the *Journal*.
- Provide ongoing feedback to the Chair(s) of the Editorial Board regarding the quality of *Journal* content.
- Scan the field for potential content and encourage individuals to publish their work in the *Journal*.
- Seek opportunities to promote the *Journal*.
- Provide advice and feedback via the AUPHA Network on possible areas for solicitation of manuscripts on specific topics.

Term of Office

There is no fixed term for service. Reviewers may withdraw at any time.

Timing and Frequency of Meetings

The Reviewer Panel does not meet.