

## **CALL FOR SGIM FORUM EDITOR(S)-IN-CHIEF – Deadline Extended**

SGIM is undertaking a search for the next editor(s) of the Society newsletter: *SGIM Forum*. The term of editorship is from May 1, 2023 – approximately May 30, 2026. The new editor(s) will have responsibility beginning with the August 2023 issue. Junior faculty are encouraged to apply for this position in concert with a mid-career or senior faculty member who can serve as a mentor. Individuals or co-editorial teams of no more than two (2) are encouraged to apply.

In addition to coordinating publication of the *Forum*, the Editor(s) is an ex-officio member of the Council and, therefore, attends semi-annual Council retreats, participates in monthly Council conference calls, and is an important contributor to Council deliberations and communications. Thus, the position is also a pathway to highly visible Society leadership at a national level. The new Forum editor will be requested to attend the SGIM Council Meeting (May 10, 2023 in Aurora, CO) and the June Council retreat (mid-June 2023 in Alexandria, VA).

The Editor-in-chief is responsible for the direction of content for the newsletter and directs approximately 15-20 Associate Editors who serve as collectors and editors of submitted content. This position would require approximately 8-10 hours of time per month and may include a stipend of up to \$10,000 per contract year (in total, NOT per co-editor if teams choose to apply). **Editors-in-chief of *Forum* must be SGIM members at time of acceptance of the position.** There is additional funding available for one part-time (generally 0.15 FTE) managing editor. Currently, Frank Darmstadt (an independent contractor) serves as managing editor of *Forum*, but continuation of this relationship would be the purview of the incoming Editor-in-Chief. SGIM staff also provides some administrative support, specifically in managing relationships with the publisher, SpringerNature.

The majority of SGIM members receive SGIM Forum electronically unless they specifically request print copies of the *Journal of General Internal Medicine* and *Forum*.

### **BACKGROUND:**

#### *SGIM Forum* is:

- A monthly publication of the Society of General Internal Medicine (SGIM). SGIM is a member-based internal medical association of over 3,300 of the world's leading academic general internists, who are dedicated to improving the access to care for all populations, eliminating healthcare disparities and enhancing medical education. SGIM's mission is to cultivate innovative educators, researchers, and clinicians in academic general internal medicine, leading the way to better health for everyone. The members of the Society advance the practice of medicine through their commitment to providing comprehensive, coordinated and cost-effective care to adults, educating the next generation of outstanding physicians, and conducting cutting-edge research to improve quality of care and clinical outcomes of all patients.
- A benefit of membership to members of SGIM.
- Published electronically twelve times a year to provide members with a forum for reporting on Society activities, airing important issues in general internal medicine and the health care

system at large, and exchanging ideas on topics of mutual interest. One issue each year (usually August) features photos, reports, and opinions that capture the substance and spirit of the national annual meeting and periodically the *Forum* editorial board may focus an issue on a particular topic relevant to general internal medicine.

- Managed by the Editor(s), Managing Editor, and Associate Editors, who are responsible for selecting and providing all content for the publication.  
<https://www.sgim.org/publications/sgim-forum> *Forum* shall contain primarily Society news, commentary and other material at the discretion of the Society and Forum Editor and shall be published in an electronic format by the Society on the Society's website.
  - The electronic version of *Forum* shall be supplied to Society from Publisher in PDF and Word format to be uploaded on Society's own website but not to be otherwise exploited for commercial purposes without Publisher's prior written consent with such consent not to be unreasonably withheld.
- *SGIM Forum* shall be published monthly with twelve (12) issues per calendar year. The page budget is 192 pages per year, or sixteen (16) pages per issue.
- Changes in the frequency and/or page budget of *Forum* shall be discussed and agreed to in writing by the Society and Publisher by June 1<sup>st</sup> of the year prior to such change taking effect.
- The exclusive property of the Society of General Internal Medicine.

### Current Content

- From the Society
- Morning Reports
- Health Policy Corner
- Perspectives
- President's Column
- From the Editor Column
- Sign of the Times
- Leadership Profiles
- Breadth
- Best Practices
- Leadership & Healthcare Administration
- Ask an Ethicist
- Book Reviews
- Technology Update
- Medical Education
- Best Practices
- Annual Meeting Update
- From the Regions
- Researchers' Corner
- Improving Care

Occasionally, *Forum* publishes theme issues around a current topic of interest. Recent theme issues included annual meeting recap, LGBTQA+ health, and medical education. ***The Editor-in-Chief of Forum also traditionally writes a monthly column.***

### **Forum Characteristics (General)**

- 12 issues per year, electronically published monthly

- Approximate monthly page count: 16
- Two colors, 8.5 x 11 trim size, stapled (any changes to Forum format must be agreed upon by SGIM and Springer by June 1 prior to the year changes are to take place)
- Manuscripts submitted electronically to publisher. Publisher provides PDF file to Society for publication on the SGIM web site)
- Administration and finances of classified advertising are responsibility of SGIM’s National Office.
- Circulation: *Forum* is sent to all SGIM members in a digital format.
- Budget will be supplied for managerial editorial staff (currently Frank Darmstadt, Managing Editor and SGIM staff liaison) but depends on available funds and decision of SGIM Council. The position of Forum editor(s) includes an annual stipend of up to \$10,000 total.
- Publication schedule already in place with publisher. Monthly production dates are set and cannot be modified (copy is due to publisher by 15<sup>th</sup> of two months prior to publication, e.g. September 15 copy deadline for November issue of Forum)

## I. PROPOSAL FORMAT

Proposals should include the following information:

### 1. Letter of Intent: a letter of no more than three (3) pages, expressing the following:

- Vision: A clear sense of the editor(s)’ vision of how *Forum* should progress during the terms of editorship. This vision should include some sense of how the editor(s) will use the SGIM website and GIM Connect to further discussions begun in print issues of *Forum*.
- Marketing *SGIM Forum* in a digital space: How will you use e-mail marketing, social media marketing, and/or partnerships with influential individuals who have a stake in SGIM activities to broaden readership of the newsletter?
- DEI: How do you intend to manage diversity, equity and inclusion in both the Associate Editor cadre and authors of Forum articles? How will you ensure adequate representation of URM voices?
- Unique aptitudes qualifying the applicant for editor(s)
- Any resources that the home institution might bring to the management of *Forum*
- Experience working with a medical newsletter or journal
- Other particularly important issues that nominees believe the *Forum* search committee should know in consideration for candidacy

### 2. Curriculum Vitae

## II. SUBMISSION:

**All proposals MUST be submitted electronically and received in FULL by 11:59 PM EST on January 13, 2023.**

Submit proposals electronically online by logging in at [www.sgim.org](http://www.sgim.org) with the username and password for your SGIM account. Once logged in, select “Forum Editor in Chief” from the Awards and Nominations tab to get started.

The screenshot shows the SGIM website's 'Browse Competitions' page. The page has a navigation bar with links for Home, Events, CME & MOC, Awards & Nominations (which is highlighted), Donations, and JGIM. Below the navigation bar, there is a 'Refine' section with a dropdown menu for 'Competition Type'. The main content area shows a table with the following data:

Competition Name ↑	# of Entries ↑	Deadline ↑
Forum Editor in Chief 2022	1	11/19/2022 12:00:00 AM

Questions? Please contact:

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Tiffany Leung, MD, MPH, current *Forum* Editor-in-Chief, is available for questions at  
[Editor.SocietyGIMForum@gmail.com](mailto:Editor.SocietyGIMForum@gmail.com).