***The National Career Development Association seeks an Editor for the***

***Career Development Quarterly (CDQ) Journal***

NCDA seeks an editor for the *Career Development Quarterly* (CDQ), who can carry on the strong tradition of high-quality research, increase the journals impact factor, bring in diverse viewpoints and authors, and help innovate in the changing journal landscape.

The editor is responsible for editing and preparing four issues of the CDQ per year, preparing an annual report and budget statement for the NCDA Board, and for coordinating business functions of the CDQ with ACA and Wiley, NCDA’s journal contractors. The Editor is also responsible for the oversight and management of the CDQ Editorial Board and a presentation on publishing at the NCDA Annual Conference.

The editor serves a three-year term and may be reappointed for one additional consecutive term. The current opening will begin October 1, 2020 and end September 30, 2023. Applications for the position are due by March 1,2020. Interviews for the top applicants will be held during the 2020 NCDA Conference in Minneapolis.

Those interested in the position should submit the following materials by midnight March 1, 2020 to [dpenn@ncda.org](mailto:dpenn@ncda.org). All documents should be included in one e-mail attachment and entitled “(Your last name) CDQ Editor Application.”

* A 1-page cover letter with a statement discussing the applicant’s vision for the CDQ Vitae
* Vita
* Sample Publications
* Three letters of reference
* Support letter from the candidate’s employer

The following qualifications are desired in candidates: 1. previous experience as an editor or editorial board member. If the latter, then preferably with the CDQ. 2. Earned doctorate in counseling or a related Field. 3. Membership in NCDA. 4. A vision for CDQ that is consistent with the journal’s purpose and mission. 5. Significant publication record. 6. Evidence of strong organizational skills. 7. Employer/Institutional support for serving as editor.

The selection committee will make a recommendation to the NCDA Board who will confirm the new editor. NCDA provides a modest annual stipend to the CDQ Editor. The stipend amount is budgeted annually. It is currently set at $2000 per issue.

Questions about the position may be sent to dpenn@ncda.org.