

To apply for a GPE Fellow position: Submit an updated resume and cover letter to gsasprofessionaldevelopment@yale.edu with the subject header “[Name of Fellow position]” by Monday, December 2 at 11:59 p.m.

Editorial Assistant GPE Fellow—Spenser Studies

Mentor: Ayesha Ramachandran , Professor of Comparative Literature; Co-Editor, Spenser Studies

Fellow Title: Editorial assistant GPE Fellow —Spenser Studies

Organization Name: Spenser Studies

Organization Website: <https://www.journals.uchicago.edu/toc/sps/current>

Organization Description:

Spenser Studies is an academic journal published by the University of Chicago Press, centered on the study of Edmund Spenser and the poetry of early modern Europe. Contributions focus on individual poets and poems as well as on Renaissance and early modern literary culture broadly conceived, including work on literary history, social and religious contexts, and philosophical and conceptual problems that emerge through early modern poetic and artistic networks. Recent special issues have explored such topics as humanism and posthumanism, Platonism, and race, and include essay clusters on the reception of Spenser in the late nineteenth century and on early modern lyric. The journal is distinctive in its commitment to publishing previously unknown longer texts from writers across the era as part of its section on Texts and Discoveries as well as shorter occasional comments and conversations (“Gleanings”).

Working with the co-editors and the Press staff, the editorial assistant will assist in all stages of the editorial process for the journal including managing peer review, copy-editing, contractual processes, and readying articles for publication according to press standards.

GPE Fellow Responsibilities:

The editorial assistant works closely with the co-editors of the journal to monitor the week-to-week influx of submissions, peer review reports, correspondence with authors, reviewers, the editorial board, and press staff. They keep track of the work-flow for the journal, sending weekly updates to the editors, and making sure that the press schedule for publication is on track. Additional tasks include coordinating with the press for the final versions of manuscripts, copy-editing, and proof-reading. The assistant will be credited with a byline in the journal issue.

Desired GPE Fellow Qualifications:

Candidates must have strong organizational skills, be able to manage professional correspondence with colleagues of all ranks, keep track of a complex production schedule, and in general, have experience in project management. As the journal seeks to expand its scope, we welcome candidates who are eager to participate in strategic planning with regard to academic journal futures, develop special clusters and issues, and engage in extended outreach and engagement with scholarly organizations.

GPE Fellow Learning Objectives:

The GPE fellow would gain significant experience in the operation of an academic journal, along with the potentials and challenges of journal publication in the current scholarly climate. Working with a major university press, and colleagues across a range of institutions, the fellow will be immersed in a complex scholarly eco-system that includes small and large scholarly organizations, conference settings, solicitation/development of special topics, and the mentoring of early career scholars. Depending on the fellow's specific interests, there are opportunities to learn about editorial processes, outreach/publicity, open-source and intellectual property considerations, and broad trends in humanities scholarship.

Number of Available Positions: 1