



International Journal of Interpreter Education™

2021 Call for Editorial Staff

Journal Description

The *International Journal of Interpreter Education (IJIE)* is a pioneering journal covering topics of interest to all those researching and working in interpreter education. The Editors welcome material on any aspect of interpreter education theory, policy, application, or practice that will advance thinking in the field. *IJIE* addresses issues of current and future concern to interpreter educators, encouraging interdisciplinary discussion.

Context

Research on interpreting has advanced over many years, involving interdisciplinary input from education, linguistics, sociology, and psychology, with studies of the interpreting process, interpreter-mediated discourse, and the role of the interpreter, to name but a few. With increased understanding of interpreting, comes the need to reflect on how we can most effectively educate and train interpreters to function at the highest level to meet the needs of the clients and consumers who rely on their services.

Interpreter education research is an emerging sub-discipline that crosses over adult education, applied linguistics, educational linguistics, and translation studies. Interpreter education can occur in various milieu, including ad hoc professional development workshops, formal college and university programs, internships; face-to-face or online. Traditionally signed and spoken language interpreters have been trained separately, with little dialogue or information exchange. Since the seminal work of Cynthia Roy (1989, 2000) and Cecilia Wadensjö (1998), however, an understanding has emerged that spoken and signed language interpreters working in the community experience the same challenges in terms of managing their role and mediating communication. Resulting from this understanding, educators and researchers have recognized the value in collaboration across all languages, including spoken and signed languages. Examples can be seen of research projects, education programs, and short training courses worldwide, that seek to explore and enhance the skills and knowledge of all interpreters, regardless of the languages that they interpret between.

The Conference of Interpreter Trainers (CIT) was established in 1979, with the goal of enabling information exchange between signed language interpreter educators and trainers in the United States, facilitated through a biennial convention. In more recent times, CIT has opened its proverbial doors to signed language interpreter educators and trainers from other countries and spoken language interpreter educators and trainers. With Dr. Cynthia Roy as Series Editor, Gallaudet University Press has established the Interpreter Education Series, which features contributions from spoken and signed language interpreters alike. The rich discussions that have transpired from the broader membership of CIT, and the publication of the Interpreter

Education Series, have been welcomed by all in the field. Thus, the need for a scholarly peer-reviewed journal was pressing – hence the establishment of the *International Journal of Interpreter Education* (IJIE).

Editorial Board Members

Members of the *IJIE* Editorial Board are leaders in the field of interpreter education and are appointed by the CIT Board. The Editorial Board works directly with the Main Editor to develop the journal and promote new initiatives. While the Editorial Board's primary responsibility is to oversee the Main Editor's work, members will also serve as reviewers for the journal.

Specifically, while research articles are double-blind peer-reviewed, commentary and open forum manuscripts are reviewed by one Editorial Board member.

Criteria for position:

- Extensive expertise and experience in the field of interpreter education
- Well-established record of publication of peer-reviewed research articles and books
- Long history of serving as a reviewer for peer-reviewed journals
- Enthusiasm for research and publishing
- Current awareness of research and practices in interpreter education
- Representative of varied groups of people to ensure inclusion on the Board of members from differing racial and cultural groups and working language pairs
- Representative of varied geographical areas to maintain the international nature of the journal
- Be a member in good standing with CIT Organization

Responsibilities:

- Promotes the journal at conferences and other events about the purpose and values of the journal
- Encourages new and established researchers to submit articles via rolling call for manuscripts
- Attends regularly scheduled Editorial Board meetings
- Offers expertise in their specialist area(s)
- Advises on journal policy and scope
- Works with the Main Editor to ensure ongoing development of the journal
- May recommend topics for special issues to be published in addition to regular issues; the CIT Board holds the responsibility for approving or rejecting such a proposal

Length of service: three years per term (no maximum number of terms)

Main Editor

In conjunction with the Editorial Board, the CIT Board selects the Main Editor for the journal. The Main Editor is responsible for upholding the mission and scope of the journal and for selecting papers that provide new and significant contributions to knowledge within the field of interpreter education. The Main Editor oversees all aspects of developing and reviewing content for the journal. All manuscripts are reviewed initially by the Main Editor sending only

those papers that meet the scientific and editorial standards and fit within the aims and scope of the journal for peer review. The Main Editor holds final decision-making responsibility for accepting or rejecting all manuscripts submitted to the journal and approves final proofs of each issue for publication.

Criteria for position:

- Ph.D. or equivalent degree with experience in research and scholarship
- Extensive expertise and experience in the field of interpreter education
- Well-established record of publication of peer-reviewed research articles and books
- Long history of serving as a reviewer for peer-reviewed journals
- Enthusiasm for research and publishing
- Active in a specialty area within the field
- Current awareness of research and practices in interpreter education
- Be a member in good standing with CIT Organization

Responsibilities:

- Oversees the mission and scope of the journal in consultation with the CIT Board and the *IJIE* Editorial Board
- Maintains consistent contact with the publisher, authors, reviewers, and the *IJIE* Editorial Board
- Seeks opportunities to promote and to help the publisher promote the journal at conferences and other relevant events
- Crafts rolling call for manuscripts to be distributed by the Editorial Assistant
- Encourages new and established researchers to submit articles
- Identifies and maintains a roster of reviewers for submitted manuscripts
- Oversees the editorial review process and offers feedback to reviewers when required
- Identifies, investigates, and addresses any ethical breaches of conduct by authors and reviewers
- Ensures that papers published are consistent with the editorial mission of the journal
- Sees that authors are treated with fairness, respect, objectivity, and honesty
- Prepares an annual report on activities for distribution to the Editorial Board, the publisher, and the CIT Board
- May recommend to the Editorial Board that special issues be published in addition to the regular issues
- For each issue:
 - Uses the publisher-provided peer review system to conduct the editorial review process
 - Conducts an initial review of manuscripts submitted
 - Assigns manuscripts to reviewers who have the appropriate knowledge and skill to evaluate them
 - Ensures that the review process is completed in a timely way
 - Monitors the quality of reviews prepared and replaces reviewers whose work is inadequate or untimely

- Registers editorial decisions
- Drafts editorials and/or commentary linked to the contents of the journal and current topics in the field
- Holds final decision-making responsibility for the acceptance or rejection of all manuscripts submitted
- Approves final proofs of each manuscript

Length of service: three years per term (maximum of two terms)

Managing Editor

The Managing Editor supports the work of the Main Editor by focusing on the technical aspects of conducting the editorial review process. In addition, this person will serve as a liaison to the CIT Board and represent the journal at CIT Board meetings when invited. The CIT Board, in consultation with the Main Editor, appoints the Managing Editor.

Criteria for position:

- Expertise and experience in the field of interpreter education
- Record of publication of peer-reviewed research articles and/or books
- Previous experience serving as a reviewer for a peer-reviewed journal
- Current awareness of research and practices in interpreter education
- Be a member in good standing with CIT Organization

Responsibilities:

- Serves as liaison to CIT Board
- Supports the Main Editor to ensure timely publication of the journal
- Maintains and updates journal information with the publisher as needed
- In consultation with the Main Editor appoints the Editorial Assistant
- For each issue:
 - Uses the publisher-provided peer review system to conduct the editorial review process
 - Verifies look and accuracy of the submitted manuscripts that they are complete, including illustrations and references, and follow formatting conventions for the journal
 - Submits manuscripts for each issue on time following the schedule agreed upon with the Main Editor and the publisher

Length of service: three years per term (maximum of two terms)

Editorial Assistant

The Editorial Assistant supports the day-to-day work of the Managing and Main Editors. Often this job is taken on by graduate or doctoral students working towards becoming interpreter educators and are interested in learning more about research and the publishing process.

Criteria for position:

- Interest in learning more about the journal publishing process
- Ability to work well with others
- Comfort with various forms of technology
- Priority given to a current graduate student, doctoral student, or post-doc focusing on interpreter education

Responsibilities:

- Answers or directs email queries from potential authors and submitters
- Posts rolling call for manuscripts (on social media and distributed via email)
- Ensures authors have followed requirements for double-blind peer review of manuscripts
- Maintains and regularly updates bios for Editorial Board Members, Main Editor, and Managing Editor
- Maintains and regularly updates contact list for Editorial Board Members, Main Editor, Managing Editor, and all reviewers
- Assists Main Editor and Managing Editor with technical aspects of arranging and organizing interviews, collecting information for and managing book reviews, gathering student work, and collecting relevant dissertations/theses

Length of service: one year per term (maximum of three terms)