



Menelik Hospital building 1st floor
P. O Box 18981-00100 Nairobi
Mobile: (+254) 715 260 499
Email: admin@annalsofafricansurgery.com
Website: www.annalsofafricansurgery.com



The Annals of African Surgery (AAS) would like to recruit interns who will assist the editors in the running of the regions' leading surgical academic journal. The intern will commit to 10 hours a week (1 hour a day Monday to Friday, 1 hour weekly for meetings and 4 hours on Saturday) in the running of the journal.

This requires a creative, organized person with an interest in academic writing who is willing to learn much about biomedical journal publication and editorial processes. The internship is for a period of twelve (12) months. The post is open to senior medical students (have completed 2nd year), medical or dental officers who have completed internship and are currently residing and working in Nairobi.

Duties include:

- Helping with managing and maintaining the online editorial system known as Scholarone Manuscripts
- Liaising with the editorial team for planning board meetings
- Assisting with initiating, facilitating, and following up on correspondence between authors, reviewers, and the editorial team
- Maintaining our social media presence on Twitter, LinkedIn, Facebook, and Google+,
- Maintain and update the journal website
- Assisting with proofreading of accepted manuscripts, especially ensuring that references are formatted correctly
- Assisting with improving the visibility of the journal by being involved with conferences and meetings, notably the annual SSK, KMA and COSECSA Conferences
- Developing knowledge of the peer review and journal publication processes
- Developing an understanding of the critical appraisal skills and thought processes that go into editorial decision making, manuscript selection, and manuscript improvement

The post should not interfere with one's academic or professional pursuits, but it does require that the individual is interested and dedicated to working with a team that is passionate about producing a highquality journal publication. It is an incredible opportunity for academic growth with some pocket money benefits.

Interested candidates should submit an application accompanied by their résumé to the editor-in-chief on kigera@annalsofafricansurgery.com to reach him not later than 15th December 2019. Shortlisted candidates will be contacted for interviews.

Editor in Chief

Dr. James Kigera

kigera@annalsofafricansurgery.com