NAGAP Volunteer Opportunity Details

Committee: Publications Committee
Travel Required: None planned at this time
Description:
The Publications Committee has the following primary areas of responsibility:
- Publish NAGAP's professional journal, Perspectives, which includes soliciting articles, editing submissions, proofreading drafts, and announcing the publication to the membership.
- Write and guide the content for special projects, white papers, and other occasional publications such as the NAGAP Annual Report.
- Generate content to support NAGAP publications, communications and special projects.

This includes writing chapters and articles, interviewing committees to write pieces in support of committee initiatives, and editing articles, white papers, and other pieces that involve re-writing. The Publications Committee works in close collaboration with other NAGAP committees, such as the Research Committee and Education Committee. The committee relies on approximately 10 members, with leadership opportunities on strategic initiatives and special projects.
Volunteer Category:
Member(s) selected will be assigned based on committee needs and skills and/or prior experience in these areas:
- Writing
- Editing
- Public Relations
- Communications

Time Commitment:
Members of the Publications Committee meet monthly via conference call. Each member is also responsible for completing assigned tasks by specific deadlines. On average, we estimate that each committee member is volunteering from 1 to 5 hours per month.
Additional Information or Requirements:
The committee seeks members who bring a diverse set of perspectives to higher education, along with strong storytelling skills and attention to detail. A knowledge of APA style is a plus.
Expectations of team members include:
- Attendance at team meetings (via conference call) as directed by team leader
- Completing review and copy editing of submissions for each Perspectives issue
- Regular contributions of content to Perspectives or to other NAGAP platforms