



Call for Applications and Nominations

Chief Editor, Associate Editors, and Assistant Editors

Bulletin of the National Library of South Africa

The *Bulletin of the National Library of South Africa* (NLSA), an accredited peer-reviewed scholarly journal, invites applications and nominations for the positions of **Chief Editor (1 position), Associate Editors (4 positions), and Assistant Editors (2 positions) for the duration of 3 years.**

Established in 1946, the *Bulletin* publishes original research and critical scholarship in areas including South African documentary heritage, library and information science, bibliography, publishing, history, and literary studies. Registered with the Department of Higher Education and Training (DHET), the journal serves as an important platform for advancing scholarship in library, information, heritage, and related disciplines.

To strengthen diversity and inclusivity within the editorial leadership of the journal, the NLSA especially encourages applications and nominations from African scholars, women, and early- to mid-career researchers. All suitably qualified candidates are welcome to apply.

Please note: The *Bulletin* is published twice annually (June and December). Editorial appointments are stipend-based and remunerated per issue.

Chief Editor

Number of positions: 1

Term: 3 years

Role and Responsibilities



The Chief Editor provides overall academic and strategic leadership for the *Bulletin* and is responsible for:

- Setting the strategic, editorial, and scholarly direction of the journal;
- Managing and overseeing the peer-review process for all submissions;
- Ensuring the academic quality, integrity, and ethical standards of the journal;
- Working closely with Associate Editors, Assistant Editors, and the Editorial Committee;
- Promoting the *Bulletin* nationally and internationally;
- Representing the journal in academic and professional forums.

Requirements

Applicants should demonstrate:

- A PhD or equivalent qualification in Library and Information Science, Heritage Studies, Publishing, Literary Studies, History, or a related discipline;
- A strong record of scholarly publications and peer-reviewed research;
- Experience in academic publishing, editorial leadership, and peer review;
- Knowledge of digital and open-access publishing;
- Commitment to ethical publishing practices;
- Ability and willingness to serve actively for the full term.

Associate Editors

Number of positions: 4

Term: 3 years

Role and Responsibilities

Associate Editors support the Chief Editor and contribute to the editorial management of the journal. Responsibilities include:

- Managing the peer-review process for submitted manuscripts;
- Providing timely and constructive feedback to authors and reviewers;
- Working collaboratively with the Chief Editor and Editorial Committee to uphold academic quality and integrity;
- Contributing to the strategic development and positioning of the journal;
- Promoting the *Bulletin* regionally and internationally.



Requirements

Applicants should demonstrate:

- A strong academic publication record;
- Experience in peer reviewing scholarly articles;
- Active engagement in library, heritage, publishing, or related scholarly fields;
- Commitment to research that advances social justice, equity, and contextually relevant knowledge production;
- Strong interest in advancing scholarship relevant to South Africa and the African continent;
- Commitment to the mission and values of the *Bulletin*;
- Prior editorial experience will be an added advantage.

Assistant Editors

Number of positions: 2

Term: 3 years

Role and Responsibilities

Assistant Editors support the Chief Editor and Associate Editors in managing editorial workflows and peer-review processes. Responsibilities include:

- Assisting with manuscript submissions and peer-review coordination;
- Providing timely communication and feedback to authors and reviewers;
- Supporting the maintenance of academic quality and editorial integrity;
- Promoting the *Bulletin* regionally and internationally.

Requirements

Applicants should demonstrate:

- Experience in academic publishing, scholarly communication, or peer review;
- Interest in gaining editorial experience and contributing to scholarly publishing;
- Familiarity with manuscript management systems (advantageous);
- Commitment to the mission and values of the *Bulletin*.



Application and Nomination Process

Applications and nominations must include:

- A motivation letter clearly indicating the position applied for or the position for which the candidate is being nominated;
- A curriculum vitae (maximum five pages);
- A list of scholarly publications;
- Contact details of two academic referees or editorial board members.

For nominations, nominees must indicate their willingness to serve before submission.

Closing date: 24 June 2026

Time 11:00