

## Editorial Board Candidate Application Cover Sheet

Thank you for your interest in serving on the JAE Editorial Board. Please complete and include this cover sheet in your application.

### Candidate Name:

### ACSA Profile

Creating or maintaining a current ACSA Profile with basic contact information is a requirement to apply for the Editorial Board. Please log in to the ACSA Website (<https://www.acsa-arch.org/forms/cas/login>) and review your ACSA Profile. If you do not have a profile, please create one by clicking the "Get Access" button on the ACSA login in page. If you have any issues updating or creating an ACSA profile, please contact [info@acsa-arch.org](mailto:info@acsa-arch.org).

We request, but do not require, that you include demographic information in this profile, including gender, race, ethnicity, LGBTQIA status, and disability status. This demographic information is not accessible through ACSA's online Faculty Directory and is only retrievable by ACSA staff.

ACSA is committed to understanding the diversity of our journal and other peer review boards to create a more inclusive community. As part of the review of candidates for the Editorial Board, ACSA staff may disclose limited demographic information about candidates based on the information in the candidates' self-reported profiles.

The following groups may receive demographic information about candidates, individually or in aggregate, from ACSA staff as part of the candidate review process: current members of the JAE Editorial Board and current members of the ACSA Board of Directors (which approves all Editorial Board appointments). All recipients are obligated to keep this information confidential and to use it only for the purposes of the candidate review.

Please confirm your ACSA profile by checking the appropriate box.

I have an existing ACSA profile and have reviewed or updated it.

I created an ACSA profile.

### Remaining Application Materials

Please combine the following materials along with this cover sheet in a single PDF in this order:

1. Cover sheet
2. Cover letter that addresses your potential to contribute to the Editorial Board, the aims of the JAE editorial mission, and ACSA's commitment to justice, equity, and inclusion (2 pages maximum)
3. Current curriculum vitae
4. 2-3 examples of past publications

**The deadline for candidates is March 1, 2025.** Send the application to Julia McKenzie, ACSA Publications Manager/Staff Editor, [jmckenzie@acsa-arch.org](mailto:jmckenzie@acsa-arch.org). For PDFs greater than 10MB, please post the PDF in a secure online director (e.g., Dropbox or Google Drive) and send the link. Please direct all inquiries to the same.