

Modern Believing

The Journal of Modern Church

Role of Assistant Reviews Editor

Modern Church seeks to appoint an Assistant Reviews Editor for its journal *Modern Believing* from 1 September 2026. Working closely with the Managing Co-Editors, the Assistant Reviews Editor will arrange book reviews for publication in the journal from the January 2027 issue onwards. The role is particularly suited to an emerging theologian who wishes to gain academic editorial experience. At present one of the Managing Co-Editors is also fulfilling the role of Reviews Editor. It is envisaged that the appointed Assistant Reviews Editor would have the opportunity to take on the role of Reviews Editor within six to eighteen months of starting the Assistant role.

Modern Believing

Modern Believing is the theological journal of Modern Church. It first appeared in 1911 as the *Modern Churchman*. The aims of *Modern Believing* are:

- to publish fresh, constructive, tradition-informed, responsible, open-minded, challenging, easily readable theology;
- to keep its readers in touch with recent developments in all branches of Christian theology, and with progressive accounts of Christian beliefs and doctrines, in dialogue with other disciplines.

Modern Believing is published by Liverpool University Press in hard copy and online every January, April, July and October, and contains around 30 book reviews in each issue. The Assistant Reviews Editor is thus responsible for working with the Reviews Editor on commissioning and editing around 120 reviews per year.

The journal is available to members of Modern Church, as well as through institutional subscription, and subscription to the database of the American Theological Libraries Association (ATLA). It covers a wide spectrum of interests, relating to biblical, historical, systematic, practical, ethical and pastoral perspectives of Christian theology. It has a long track-record of contributions from church leaders, established theologians and newly-emerging theological minds. It is committed to high academic standards and high accessibility, and values each equally.

The current Co-Editors of the journal are Professor Stephen Burns and Dr Victoria Turner. Dr Turner also currently serves as the Reviews Editor. The journal has an editorial board (for reference) and (for management) an editorial team consisting of the Managing Co-Editor, the Reviews Editor, the chair of trustees of Modern Church, the general secretary of Modern Church, a trustee of Modern Church and two Modern Church members.

The submission deadline for each issue is 15th of the month four months previously, i.e. 15 October for the January issue.

Responsibilities of the Assistant Reviews Editor

The Assistant Reviews Editor will work with the Reviews Editor and Managing Co-Editors for:

- liaising with publishers who send books for review (either by hard copy or electronically) and soliciting appropriate books from them
- keeping a careful and consistent bibliographical record of books received, and submitting quarterly lists of books received to the Modern Church communications officer for uploading to the Modern Church website
- arranging reviewers for received books in accordance with editorial team policy, having particular regard to diversity of reviewers, liaising with guest editors of particular issues of the journal as necessary, and keeping a careful record of commissioned reviews
- sending out any hard copies of books to reviewers, keeping a careful record of postage expenditure
- periodically seeking reimbursement of postage expenses from the treasurer of Modern Church
- monitoring receipt of reviews, and following up reviewers as necessary
- editing reviews in accordance with the journal's house style, and liaising with reviewers over queries as necessary
- collating reviews for quarterly publication (having regard to any theme of the issue of the journal, and to the date of publication of books reviewed), editing the collated file, and submitting the file to the Managing Co-Editors / publisher according to strict deadlines for copy, along with email addresses of reviewers
- carefully checking the proofs of reviews sent quarterly by the publisher, submitting any comments/corrections by the deadline requested, and advising the publisher on the acceptance (or otherwise) of any corrections offered by individual reviewers
- on receipt of the final file from the publishers, forwarding it to the publishers of the books reviewed therein
- corresponding with those who offer unsolicited reviews, books for review or suggestions of books for review
- attending meetings of the editorial team (usually online).

Person specification

The person appointed will:

- be sympathetic to the aims of the journal
- have a background in, and demonstrable commitment to, academic theology and Christian thinking
- possess relevant IT skills
- be willing to invest time in researching the most suitable reviewers for individual books
- be organised and efficient in maintaining records of books and reviewers
- have an ability to implement editorial policy
- have a meticulous eye for detail
- be fastidious in keeping to deadlines
- be an instinctive teamworker

Remuneration and accountability

The Assistant Reviews Editor is immediately accountable to the Managing Co-Editors and ultimately accountable to the editorial team.

Legitimate expenses (such as postage of books to reviewers) will be reimbursed by Modern Church.

The role is subject to a probationary period of six months.

An honorarium of £750 per annum will be payable, with payments due on a half yearly basis.

How to apply

Please send a copy of your CV and a covering letter indicating how your skills and experience fit you for the role, to Nic Tall at office@modernchurch.org.uk by 5pm on Monday 25th May.

Interviews will be held by Zoom on the morning of Wednesday 3rd June, with a reserve interview day of Thursday 4th June.

For an informal conversation about the role, please contact the Reviews Editor, Victoria Turner, at Victoria.Turner@scotland.anglican.org.