



Membership ID: will be created after completion of the form

## Guideline for Member

### Qualifications of Board Members

The *Journal of Creative Research in English Literature & Culture (JCREL)* has three types of boards: **Editorial Board, Reviewer Board, and Advisory Board**, each assigned specific roles within the journal.

Board members should meet the following qualifications:

- Possess a **Ph.D. or equivalent academic qualification** in a relevant field.
- Demonstrate **expertise and experience** in their specialist area of literature, culture, or interdisciplinary humanities.
- Maintain a **strong publication record**, including scholarly articles and/or books in the relevant discipline.
- Have experience **reviewing for international peer-reviewed journals**.
- Show enthusiasm for **editorial responsibilities**, with full awareness of the scope and workload of the role.

### Terms and Responsibilities

Board members are expected to contribute actively to the journal's growth, visibility, and standing within the international academic community. Key responsibilities include:

1. **Academic Leadership:**  
Board members should strive to be leaders in their field, supporting the journal's reputation and scholarly impact.
2. **Ethical Conduct:**  
Members must familiarize themselves with the **Committee on Publication Ethics (COPE) Code of Conduct and Best Practice Guidelines for Journal Editors**, ensuring ethical practices in editorial, author, and reviewer interactions.
3. **Editorial Decisions:**  
Depending on the journal's structure, board members may make decisions on article acceptance or rejection. Support may come from Associate Editors, Section Editors, or Assistant Editors, especially in cases involving ethical concerns or complex editorial judgments.
4. **Collaboration and Communication:**  
Board members interact regularly with:
  - The **publisher**, ensuring adherence to journal policies and standards.
  - **Authors**, providing guidance and maintaining transparency during the review process.
  - **Reviewers**, coordinating reviews and feedback.
  - The **production team**, to organize content for publication, monitor page limits, and track the editorial process. Production staff may also communicate directly with authors and reviewers as needed.

Board members play a crucial role in maintaining the journal's academic integrity, ensuring high-quality publications, and fostering the development of literature and cultural studies scholarship globally.

**Note: Send the signed form with latest CV and Photograph to [info@jcrelc.com](mailto:info@jcrelc.com) or [info.jcrelc@gmail.com](mailto:info.jcrelc@gmail.com)**

☐ I have read and agree to the terms and conditions

Date: .....

Name of Member: .....

Place:.....

Signature: ..... .....