

## Terms of Reference

### Editorial Advisory Board *Journal of Perioperative Nursing*

The *Journal of Perioperative Nursing* Editorial Advisory Board (EAB) consists of highly regarded perioperative nurses from Australia or abroad with expertise in clinical practice, management, governance or academia.

### Role

The role of EAB members is to advise and support the Editor. Functions may include:

- providing advice on editorial policies and procedures
- providing advice on the journal's strategic direction
- acting as an ambassador for the journal in professional settings
- encouraging submissions from colleagues and students
- providing advice on special editions, features and guest editorials
- approaching potential contributors for special editions, features and guest editorials
- peer reviewing manuscripts in their area of expertise
- writing guest editorials or features in their area of expertise.

### Recruitment

The Editor will recruit EAB members in consultation with the ACORN Chief Executive Officer. Members are appointed for a two-year term with the option to be reappointed.

### Recognition

Members of the EAB will be acknowledged on the ACORN and journal websites.

### Communication

The EAB will meet via video conference at least once per year. Between meetings, communication will happen via email.

### Conflicts of interest

EAB members will be required to declare any conflicts of interest and may be asked to sign a confidentiality agreement.