

ASSISTANT EDITOR

The goal of the European Medical Group is to become *'The go to place for healthcare professionals in Europe by 2025.'* The reason for this and the reason we are in business is *'To challenge and equip everyone to be the best they can. We want to build our Brand to be **Energetic, Trusted, Progressive, Open-Minded and Best in Class.***

Reporting to the Group Editor, we're looking for 2 x Assistant Editors: One in London to develop a **new** team to lead on client pieces, the other to work with our established editorial team in Chelmsford to support with co-ordination and workflow responsibilities for in house editorial.

Why Join EMJ?

- Clearly defined progression opportunities within the company
- Be a key driver of a new team we're building in London or our growth plans in Chelmsford
- Company wage with increases after employment milestones
- Positive and supportive work environment
- Quarterly offsite planning days
- Ongoing coaching and training
- Summer Ball and awards night
- Fun monthly incentives for meeting targets
- Exciting and growing industry

The Opportunity

- To correspond with authors regarding material published or being considered for publication, resolving any issues and making recommendations on behalf of peer reviewers
- To train and support Editorial Assistants and assign projects to editorial staff
- Keep ahead of the game with trends and developments in each field
- Monitor and report on progress to the Editor, to help ensure deadlines are met
- An opportunity to build relationships with key opinion leaders in the industry

If this sounds like you, apply now!

- **Medical Science related Degree or equivalent qualification - ESSENTIAL**
- 2+ years editorial experience, looking to progress your Editorial career
- Able to delegate tasks and work well under pressure
- Supportive with great leadership skills

Start by e-mailing your CV and preferred location to recruitment@emjreviews.com today – if initially suitable we will reply with a full Job Description and get in touch with details on next steps.