

Duties of the Editor of the Reporter

To write or commission an editorial for each issue of the Reporter.

To edit responses to the constituency questionnaire for the Constituency News section.

To commission book reviews.

To commission articles of interest to members of the Society.

To decide whether to publish and then to edit any material that is sent in for publication in the Reporter.

To send copy for each issue to the copy-editor.

To deal with the proofs of each issue that are sent by the copy editor.

To liaise with the Society's Administrative Secretary.

To attend Executive Committee meetings three times a year.

To play a part in the work of the Society as a member of the Executive Committee.

To attend Council meetings twice a year.