

# Journal of African Real Estate Research Editorial Board Membership Agreement

The acceptance of the following terms and conditions confirms your appointment as a member on the Editorial Board of the **Journal of African Real Estate Research (ISSN 2304-8395)** (henceforth called “the journal”).

Below are the roles and responsibilities of the Editorial Board Members:

- Your appointment is initially for three (3) years, from the date this Agreement is signed, and may be renewed for up to three (3) additional years if both parties are content to continue the membership.
- The role as an Editorial Board Member is an honorary one and no payment is offered for completion of the responsibilities of the Editorial Board Members.
- Editorial Board Members are required to conduct at least two (2) reviews for each issue of the journal (the journal is published biannually in June and December). This equates to a minimum of four reviews a year. Reviews are to be completed within 30 calendar days of the review request.
- Reviewers will be expected, in reviewing submissions, to abide to the editorial policy of the journal.
- Editorial Board Members are expected to promote the journal where possible and provide input and direction to further build and develop the journal.
- A key aspect of your appointment will involve the mentoring of emerging African academics who may need assistance in developing their research into a publishable paper. As an Editorial Board Member, you are required to mentor, or facilitate the mentorship, of at least one author for each issue of the journal. This equates to a minimum of two mentoring roles per year.
- Mentoring of authors entails one-on-one contact with the authors and assistance with research methodologies, the style and structure of research papers, the language used, and any other assistance an author might require in order to publish their paper in the journal.

You are expected to successfully complete the term as stated in this agreement but circumstances could result in early termination.. This agreement may be terminated at any time based on following conditions:

- 1) By your written notice twelve (12) months prior to termination.
- 2) By mutual agreement between you and the journal committee with less than twelve (12) months’ notice.
- 3) By the journal committee, with written notice of twelve (12) months’ notice, unless:
  - a) You fail to satisfactorily perform your duties;
  - b) The financial status of the journal changes;
  - c) The journal is forced to dissolve.

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By signing this letter, I agree to be on the Editorial Board of the journal and abide by the conditions outlined above. I also agree to display my name on the members’ list of the Editorial Board, as Editorial Board Member, on the editorial page of each issue of the journal, as well as on the journal website.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_