



The Medical Humanities Journal of Boston College
2025–2026 Position Guide

Editor-in-Chief: The Editor-in-Chief will serve as head of the *Medical Humanities Journal of Boston College*. The EIC will be responsible for conducting meetings, gathering guest folios, proofing the journal, working closely with the faculty advisor, maintaining the email account (BC.MHJ.1@gmail.com), planning the journal schedule, and ensuring all requirements for official recognition from the University are met and contact university officials. Further, the EIC will oversee all other members of the Editorial Board to ensure that all expectations are being met.

Deputy Editor: The Deputy Editor will work closely with the Editor-in-Chief and Lead General Editor to streamline publication processes. The Deputy Editor will enforce expectations for incoming submissions, and will be responsible for preparing the submissions for a blind review. The Deputy Editor should familiarize themselves with the responsibilities of each editorial team, overseeing that all members of the Board are meeting expectations. The Deputy Editor is responsible for supporting the EIC in management and planning.

Treasurer: The Treasurer(s) will be responsible for overseeing the journal's finances and yearlong budget. The Treasurer will directly correspond with the ILA and CFC for funding, reporting, and applying for all funds necessary. When necessary, the Treasurer will find alternate sources for funding and will submit all budget issues. The Treasurer should be familiar with or open to learning organizational software such as Microsoft Excel/Google Sheets.

Layout Editor: The Layout Editors will be responsible for laying out the journal in the journal's official template. The Layout Editors should work closely with each other, adhering to publishing standards or printing requirements of MHJ tradition or revising guidelines as necessary. Layout Editors should be familiar with or open to learning publishing software, such as Adobe InDesign, Canva, and Microsoft/Google Suite. Further, the Lead Layout Editor(s) will work with the Website Editors to ensure a smooth transition to the online reading platform.

Website/Online Editor: The Website and Online Editors will be responsible for maintaining the journal's website and for loading the journal itself onto the online reader platform. The Website Team will update the website as necessary, amending it based on changes to the editorial board, journal policies, and schedule. Website Editors should be familiar with or open to learning publishing and graphic design software, such as WordPress, Adobe InDesign, Canva, and Microsoft/Google Suite.

Further, the Lead Website Editor(s) will work with the Layout Editors to ensure a smooth transition to the online reading platform.

Publicity Editor: The Publicity Editors will be responsible for disseminating information about the journal both throughout Boston College and beyond the Heights. The Publicity Editors will maintain the journal's Instagram page and any other social media, keeping the public updated on journal events, successes, new issues, etc. The Publicity Editors will focus on increasing the outreach of MHJBC, promoting submission intake by speaking to classes, collaborating with organizations, contacting faculty, etc. The Publicity Editors will be responsible for designing and displaying promotional materials throughout campus. Additionally, the Publicity Editors will organize a publication event on-campus for each issue. Publicity Editors should be familiar with or open to learning social media and graphic design software, such as Instagram, Microsoft/Google Suite, Adobe InDesign, and Canva.

General Editor: General Editors of the journal will serve as readers of submissions and copy-editors of accepted submissions, as needed. They will review submissions and determine whether they fit the standards and expectations of MHJBC. General Editors may also partake in one-on-one revision processes, meeting with writers individually to discuss their pieces. General Editors should possess an excellent command of English grammar, spelling, and punctuation; a strong attention to detail; a willingness to familiarize themselves with the style guide of MHJBC; and experience with editing and proofreading. Further, the Lead General Editor(s) will work closely with the Layout Team to ensure expectations for journal design and publication standards are met.

The Medical Humanities Journal of Boston College
2025–2026 Editorial Board Members

An asterisk () denotes seniority in the position (e.g. Lead Publicity Editor, Lead General Editor, etc.).*

Editor-in-Chief

Jesse Julian, '26

Deputy Editor

Vincent Salamone, '27

Treasurer

Louis Tuero, '29

Layout Editors

Jessica Hwang, '28*

Lucia Flores, '27

Dennis Du, '29

Website/Online Editors

Emma Su, '26*

Catherine Wang, '29

Publicity Editors

Tay Barbee, '27*

Angela Zhang, '27*

Zachary Darrow, '29

General Editors

Malia Robinson, '27*

Ana Cruz, '27

JD Sonn, '27

Carla Accogli, '28

Zach Hashemian, '28

Anna Helman, '28

Cityana Menisa, '28

Zuzanna Obrycki, '28

Sabah Vitale, '28

Rachel Zhang, '28

Lucas Burachio, '29

Kaylah Lopez-Makuch, '29

Madeleine Malinger, '29