

# Cephalalgia

An International Journal of Headache

## CEPHALALGIA REVIEWER ACADEMY – 2024/2025

*Build your skills, enhance your CV, and network while contributing to the advancement of the headache community*

### AIM

The Academy has the aim to establish a community of trusted, reliable, and skilled reviewers and to train and certify young researchers in peer review.

### ELIGIBILITY

- Designed for individuals, including researchers and healthcare providers with a keen interest in headache, who have either no prior experience or possess basic familiarity with peer review, and are dedicated to improving their reviewing skills.
- No age limit.
- If accepted Trainee Reviewers should be members of the International Headache Society . See the [IHS website](#) for more information.

### OPERATIONS

- Trainee Reviewers will attend a web course on peer review principles and practices conducted by the Cephalalgia Editor-in-Chief.
- Each Trainee Reviewer will review at least 5 papers under the supervision of a Mentor.
- Eligible Mentors include the Editor-in-Chief, Associate Editors, and experienced Reviewers.
- Each Trainee Reviewer will be asked to provide a reviewer report within 1 week from assignment. The report will be reviewed by the Mentor who will provide feedback and suggestions for improvement. Relevant comments from the Trainee Reviewer may be shared with the authors by the Mentor.
- Mentors will score each report of the Trainee Reviewer as below average, acceptable, good, outstanding.
- Trainee Reviewers will receive a certificate upon completing at least 5 reviews, with a minimum of 5 scored as at least acceptable. Trainee Reviewers with outstanding performance in at least 5 reviews will receive special mention on the certificate.
- One web-meeting will be organised during the course with the Editor-in-Chief to provide general feedback on the programme and to have a Q&A session.

## DURATION OF THE PROGRAMME

Maximum 1 year.

## BENEFITS FOR TRAINEE REVIEWERS

- Certificate of course and training completion.
- Recognition from Cephalalgia and International Headache Society via webpages, social media and conferences.
- Priority consideration for selection as a member of the Editorial Board for Cephalalgia and Cephalalgia Reports after a period of independent peer review.

## APPLICANT REQUIREMENTS

Motivation letter and CV highlighting any prior experience or interest in headache-related research or clinical practice.

## SELECTION PROCESS

The Editor-in-Chief will select 5 eligible Trainee Reviewers from all applicants based on motivation and the alignment of their professional background with the goals of the programme. The selection criteria will also consider the commitment to enhancing reviewing skills, demonstrated interest in headache-related research or clinical practice, and the potential for contributing positively to the collaborative learning environment of the academy.

## COST

No cost.

## TIMING OF THE ACADEMY

- May 2024: Open call for applications – deadline for applications 24 June 2024
- July 2024: Selection process.
- August 2024: Start of the programme.

## APPLICATION

Please send your letter of motivation and CV to Wendy Krank, Cephalalgia Managing Editor ([editorial.cephalalgia@gmail.com](mailto:editorial.cephalalgia@gmail.com)) by Monday 24 June 2024.