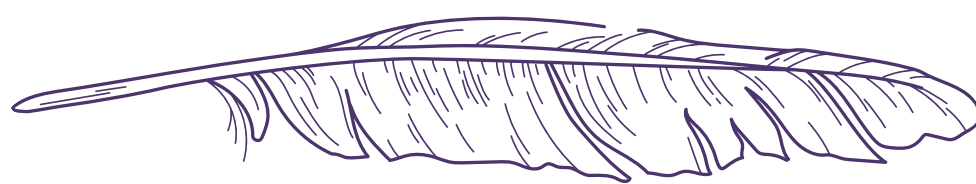LONDON SCHOOL OF ECONOMICS LAW REVIEW

Recruitment Call

2024 Summer Editorial Board

(July-October 2024)

Recruiting:

Articles Editors, Notes Editors, Publications Editors, Liaisons Officers

Application Deadline: 11:59pm on June 16th, 2024

All current LSE students (undergraduate and postgraduate) are welcome to apply

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Q: What is the schedule and level of commitment expected for the Summer Editorial Board?

A: The Summer Editorial Board is expected to run from the **start of July to the beginning of Autumn Term in October**. The level of commitment depends on your role and the amount of submissions we receive. There are **1-hour weekly meetings online**, which will likely be held on weekends to accommodate those working during the week and/or in different time zones. Additionally, you will likely spend **2-4 hours per week** on your individual tasks.

Articles Editors can expect to review between 1-3 articles per week, and workload will likely pick up around mid-August when LLM students start submitting their dissertations for publication in the Law Review. Publications Editors can also expect to be slightly busier around mid-August to September when they are needed to help with proofreading and final publication.

Notes Editors can expect to review slightly fewer submissions than Articles Editors, but most of their time will be spent researching and writing their required blog submission over the 3-month period. Time commitment for Liaisons Officers tends to be project-specific, with more flexible deadlines.

Q: Who can apply?

A: Any first-year, penultimate-year, final-year or Masters student at LSE. This includes students graduating in the 2023/24 Academic Year. Incoming Masters students may apply but they must be able to provide evidence of offer and acceptance of their LSE offer. We do not accept applications from incoming undergraduate students

Q: How do I apply?

A: Applications must be submitted by email to Elyse (the Editor-in-Chief) at editor-in-chief@lselawreview.com by 11:59pm UK time on Sunday, June 16th– please see the final page of this document for more details. Applicants are advised to make use of the role descriptions and requirements contained in this document when writing their applications. Shortlisted applicants will be invited to online interviews (and, for those applying for editorial roles, a brief virtual editing test).

Available Positions: Sub-Editorial

Articles Editors

Articles Editors provide substantive feedback on submissions to our Main Journal with reference to factors including argumentation, novelty and legal relevancy. Article submissions contain in-depth legal analysis and are 4,000-20,000 words long. This role will strengthen your ability to engage with complex legal arguments, allow you to research a wide range of areas of law, and give you the opportunity to learn from your peers in a supportive team environment.

Key Responsibilities:

Articles Editors are responsible for evaluating submissions by conducting thorough mark-ups of anonymised manuscripts and completing an editorial review form. They will also attend weekly meetings with other Articles Editors assigned to the same article in order to agree upon key advice for the author and whether the submission should proceed to the next round of review.

Requirements:

Candidates must demonstrate strong proficiency with academic research and writing. They should also demonstrate excellent academic attainment and willingness to engage with in-depth analysis in several areas of law. Prior experience in editorial roles would be helpful, though it is not mandatory.

Notes Editors (Public Law, Private Law, Criminal Law, International Law, etc)

Notes Editors provide substantive feedback on shorter external and internal submissions to the LSE Law Review Blog. Additionally, Notes Editors conduct research relating to their specific subject-matter areas with a view to publishing at least one case note or blog article to the LSE Law Review Blog during their tenure.

Key Responsibilities:

Similarly to Articles Editors, Notes Editors edit and review pieces for the LSE Law Review Blog. Notes Editors must also write at least one case note or blog article (including engagement with multiple rounds of review) so that their work can be published on the LSE Law Review Blog by the end of the summer period.

Requirements:

Candidates must demonstrate strong proficiency with academic research and writing. Additionally, they must also demonstrate strong academic attainment and interest in the subject-matter area applied for.

Available Positions: Managerial

Publications Editors

Publications Editors are in charge of running the Law Review's double-blind editorial process and act as the conduit between Editors and Authors. They are also responsible for copyediting and proofreading accepted submissions before final publication. Hence, this role allows you to develop strong interpersonal skills while still gaining exposure to cutting-edge legal debates.

Key Responsibilities:

Publications Editors use the Law Review's online infrastructure to anonymise and allocate external submissions to Articles/Notes Editors. They are in charge of all correspondence with authors and work with Articles/Notes Editors to ensure that an accurate summary of Editors' feedback is relayed to authors alongside the outcomes of their submissions. They are also in charge of the copyediting process for submissions that are selected for publication.

Requirements:

Candidates must be proficient with proofreading and meticulous in their work. They should also demonstrate excellent communication skills and an ability to manage multiple workflows.

Liaisons Officers

Liaisons Officers are responsible for managing the Law Review's relationships with sponsors, alumni, prospective speakers/partners and (in the context of our internal mentorship scheme) Editorial Board members. They are also responsible for the management of our social media, events portfolio and various short-term projects.

Key Responsibilities:

Liaisons Officers participating in the Summer Board will have discretion to take charge of various short-term projects in line with their interests, working alongside the Editor-in-Chief to support the Summer Board and prepare for the upcoming academic year. Short-term projects may include event organisation, coordinating internal and external mentorship schemes, creating and ordering merchandise or updating the design of the Law Review website. Summer Liaisons Officers may be offered a more streamlined role in line with their strengths and interests in the 2024/25 Academic Year.

Requirements:

Liaisons Officers should demonstrate strong interpersonal skills, innovative strategic thinking and excellent organisational skills.

Applicants should prepare a Word or PDF Document containing the following:

- Basic information including your name, programme, year of study and (if applicable) previous university education
- Your top 3 preferred roles, in order of preference
- A statement of no longer than 500 words highlighting your motivations for joining the Law Review and any previous experience that you believe is relevant to the role(s) you are applying for
- Planned summer commitments (eg. summer internships), with start and end dates, for planning purposes
- For Articles/Notes Editors Only:
  - Academic results and subjects from your current course of study at the LSE, or most recent educational qualification. You can provide formative assignment grades if your exam results are unavailable.
  - One sample of academic legal writing (eg. formative assignment) that you solely produced in the past 2 years.
  - A list of your areas of interest/specialisation in law (eg. Company Law, Family Law, Technology Law, etc.)
- For Publications Editors/Liaisons Officers only: a list of modules/subjects taken
- For all applicants: Any additional information (eg. extenuating circumstances or necessary provision of Reasonable Adjustments) that you would like for the Editor-in-Chief to take into account

Applicants should then email this document to Elyse Barg (the Editor-in-Chief) at **editor-in-chief@lselawreview.com** by **11:59pm UK time on the 16th of June 2024.**

All applicants should receive confirmation of receipt within 48 hours of submitting their application. Shortlisted applicants will be invited to an online interview and be provided with further instructions.

You are encouraged to apply as soon as possible since applications are assessed on a rolling basis and you may be offered an interview before the application deadline.