Call for Applications – Advertising Exchange Manager

Deadline December 1, 2019

The position of Advertising Exchange Manager will be coming available following the completion of the 2019 annual volume of *Women in French Studies*. Our annual volumes contain the advertisements of other journals that participate in our advertising exchange; our *Women in French Studies* ad appears in their journals as well. There is no charge for these ads because we participate in the advertising exchange, but we need an Advertising Exchange manager to coordinate this activity.

The principle tasks associated with this position are:

1. make regular updates to the *Women in French Studies* ad

2. send the *Women in French Studies* ad to our contacts at the other journals who are participating in our advertising exchange

3. receive ads from the other journals and send them to the editor of *Women in French Studies* for inclusion in our annual volume

4. send a copy of the page where their ad appeared in our annual volume to the contacts at the participating journals

5. contact other journals that might be interested in becoming a part of our advertising exchange

6. in the case of any paid advertisements, follow-up on payment and send check to our Treasurer

The Advertising Exchange manager must be able to work on this at any time during the year. However, we only print ads in our annual volume, which is assembled in the fall of each year, not in the special topics volumes nor the conference volumes.

If you are interested in taking on this important role in the preparation of *Women in French Studies*, please write to the current editor, Juliette Rogers, at: jmrogers@macalester.edu by **December 1, 2019**.

In the meantime, if you have any questions, please feel free to contact Juliette or our current Advertising Exchange Manager, Bendi Benson Schrambach: BBSchrambach@whitworth.edu