

## Packaging COP Article Author Position Description

*Updated on 30-Jan-12*

### Article Author Overview:

The Packaging COP Steering Committee is looking for Subject Matter Experts to help write technical articles addressing hot topics in the Sept/Oct 2012 issue of *Pharmaceutical Engineering*, which focuses on Innovative Drug Delivery and Packaging. The Article Authors may serve as the key writer for the article or work with the key writer to research and collect information on the topic.

### Position Purpose and Objectives:

The immediate objective of this position is to assist in the gathering of information and writing of articles for the Sept/Oct Issue of *Pharmaceutical Engineering*. Articles are between 3,000 and 5,000 words in length and will be submitted before the deadline of 1 May 2012.

Topics will include:

- Serialization / Track and Trace
- Printing
- Risk Based Approach to Validation
- Sustainability for packaging materials
- White Labeling / Bright Stock

### Appointed by: COP Chair/Co-Chair

### Responsibilities of this Position:

- Serve as the key writer for the article or work with the key writer to research and collect information on the topic
- Complete research and writing assignments by given deadline
- Submit articles according to the *Pharmaceutical Engineering* [Author Guidelines](#)

### Skills/Experience Requirements for this Position:

- The incumbent must be an ISPE member
- Knowledge of the topics covered
- Previous experience writing technical articles preferred but not required

**Length of Service:** Other (please specify below) Additional Details: This is an ad-hoc position. All articles will be submitted by 1 May 2012. Article authors need to be available for a period of 3 months after submission for the review & editing process.

**Time Commitment:** Approximate hours per month: 6 to 10 Hours

Work will be  intermittent  regular  regular with peaks requiring additional effort.

### Resource Requirements

**Provided by ISPE staff or volunteers:** Direction on the topics of the articles comes from the Chair, Co-Chair and the Packaging COP Steering Committee.

**Expected from the volunteer (or his/her employer):** Time to research and work on technical content during regular working hours. Time to participate in some teleconferences as needed.

### Meeting Schedule:

Meeting schedule will be determined according to project needs.

### Attendance Requirement:

Article authors may be asked to attend COP Steering Committee teleconferences as determined by the COP Steering Committee Chairs.

### Volunteer Expectations

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| <ul style="list-style-type: none"> <li>✓ Actively participate in meetings</li> <li>✓ Read materials and come prepared to each meeting</li> <li>✓ Listen to people and ideas</li> <li>✓ Become knowledgeable of the Society's policies and procedures</li> </ul> | <ul style="list-style-type: none"> <li>✓ Complete assignments on time</li> <li>✓ Respond to communications in a timely manner</li> <li>✓ Develop a good relationship with Staff</li> <li>✓ Respect confidentiality</li> </ul> |
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✓ *Fully support all decisions of the Board and Committee*

✓ *Always act in the best interests of ISPE*

If you are interested in volunteering for this position please click the link to complete a Volunteer Profile <http://www.ispe.org/volunteerprofile>