Parks Stewardship Forum
The Interdisciplinary Journal of Place-Based Conservation

Guidelines for Guest Editors of Theme Issues

Purpose of the journal
Parks Stewardship Forum delivers interdisciplinary information and problem-solving techniques across all topics relevant to the world's parks, protected areas, cultural sites, and other forms of place-based conservation. The journal represents all areas of inquiry relevant to understanding and management of parks, protected areas, cultural sites, and other forms of place-based conservation, including but not limited to the natural sciences, cultural resources-related disciplines, social sciences, and interdisciplinary perspectives. *Parks Stewardship Forum* will include research and scholarship in all these areas, as well as in the areas of governance, management practice, and conservation theory and history.

Editorial goals
We believe that effective place-based conservation requires thinking that goes beyond the horizons of a single specialty or discipline. *Parks Stewardship Forum* is all about making connections: among different ways of thinking, different ways of acting, and different ways of engaging the public. We are especially interested in submissions that:

- Spotlight multidisciplinary problem-solving techniques and results as pertain to parks, protected areas, cultural sites, and other effective measures for protecting and conserving special places.
- Explicitly link research understanding with management action. We want to highlight leading-edge conservation scholarship from the natural sciences, social sciences, and humanities whose findings are immediately useful to, and usable by, managers on the ground.
- Connect place-based heritage conservation with broader issues such as climate change mitigation and adaptation, public health, education, jobs, Indigenous sovereignty, and environmental justice.
- Take a strong point of view, clearly articulated and backed by rigorous thinking.

Parks Stewardship Forum is edited by a team convened by the co-publishers, UC Berkeley's Institute for Parks, People, and Biodiversity and the George Wright Society.

Platform
Parks Stewardship Forum is an open-access journal published digitally on the University of California's eScholarship platform.

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What are "theme issues"?

Theme issues are issues of *Parks Stewardship Forum* that are centered around a set of papers on a common theme. The papers are organized by a guest editor who works with the journal's managing editors to solicit and edit the papers. The set of themed papers does not constitute the entire issue of the journal; there is always other content as well.

How are themes proposed and chosen?

We accept proposals for theme issues on any topic relevant to the purpose and editorial goals of *Parks Stewardship Forum*. The managing editors evaluate the proposal and decide whether to invite the guest editor to go ahead and develop the set of themed papers.

How many papers can be submitted?

You must submit a guest editor's introductory essay followed by at least three more papers, with no more than eight papers total.

What is the role of the guest editor?

The guest editor organizes the proposal and oversees the creation and submission of the set of themed papers. Specifically, the guest editor:

- Identifies the theme and its importance to place-based conservation
- Selects a title for the set of themed papers
- Identifies topics for individual papers so that they complement one another, without overlap, and form a cohesive whole that explores multiple facets of the theme
- Solicits and confirms authors for each paper
- Maintains close communication with the authors throughout the manuscript preparation process, ensuring that the papers follow *Parks Stewardship Forum's* manuscript preparation guidelines (below)
- Determines submission deadlines in consultation with *Parks Stewardship Forum's* managing editors, and enforces them with authors
- Reviews the complete set of themed papers, interacting with authors as necessary to make stylistic and substantive edits
- Writes an essay introducing the set of themed papers
- Gathers and submits the themed papers as a single package
- Works with the managing editors on any needed revisions of the papers
- If requested by the managing editors, identifies and submits photos for potential use on the theme issue's cover

What is the role of the managing editors?

Parks Stewardship Forum's managing editors:

- Evaluate the proposal and decide whether to accept it
- Work with the guest editor during the manuscript preparation process to provide information and answer questions
- Review the package of themed papers to confirm that they advance our purpose and editorial goals (see above) and meet a high standard of organization and written expression
- Make substantive edits to papers as necessary and issue queries to authors
- Copyedit all papers to bring them into conformance with the journal's "house style" on punctuation, spelling, etc.
- Send papers back to authors via the guest editor for revision as needed
- Review and finalize papers

Article guidelines

- Articles submitted for theme issues are evaluated solely by PSF's editors (i.e., they don't undergo formal peer review)
- Abstract optional; if submitted, 250 words maximum
- Article: 2000–4000 words, unless prior arrangements made with the managing editors
- Up to 5 photos, tables, and figures in combination
- Up to 10 references
- No publication fee charged

Manuscript preparation

- *Formatting.* All manuscripts must be submitted in Microsoft Word. Keep text styling to a minimum. Do not render the

title of the paper in all-caps.

- *Author identification.* The names, affiliations, complete mailing addresses, and emails of all authors must be given on a separate title page. A single Corresponding Author must be identified; all communications will go to this person alone. Include a phone number for the Corresponding Author.
- *Citations.* Use either the "Notes and Bibliography" or "Author-Date" style, as appropriate to your field/topic, as described in the most recent edition of The Chicago Manual of Style (https://www.chicagomanualofstyle.org/tools_citationguide.html).
- *Tables* must be in Word or Excel and not exceed 400 words.
- *Photos and other graphics* must be in .tif, .jpg, or .png format. They must be at a resolution of at least 300 dpi when sized at approximately 480 pixels (5 inches/15 cm) wide. A separate Word document with captions must be submitted, with attributions and permissions as needed.

How do I submit a proposal for a theme issue?
Fill out the form at:

https://www.georgewrightsociety.org/forumthemeissue

Where do I submit the package of themed papers?
All submissions should be emailed to psf@georgewright.org. Please include the Reference Number in the subject line of the cover message, and include the all the required information (refer to the instructions above) in the body of the cover message. We will acknowledge receipt promptly.

Questions?
If you have questions before you submit a proposal or a manuscript, contact us. We're glad to help. Contact us at:

psf@georgewright.org