



SERVING AS AN ARTICLE REVIEWER FOR *THE JOURNAL OF CHRISTIAN MINISTRY*

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The Purpose of *The Journal of Christian Ministry*

The Journal of Christian Ministry is a publication of The Association for Doctor of Ministry Education (ADME.) The purpose of *The Journal of Christian Ministry* is to encourage theological reflection regarding the training for and practice of Christian ministry at the highest level.

The Peer Review Process for *The Journal of Christian Ministry* Articles

The Journal of Christian Ministry is a peer-reviewed academic journal. All articles submitted for possible publication will go through a three-stage review process:

- Stage One: Article receives initial review by editor to see if it should be reviewed further (focus on topic, breadth/depth of writing, audience addressed)
- Stage Two: Article is sent out to two “peer-reviewers” who critique the article for possible inclusion in the journal. Feedback is provided for revision, recommendation made regarding possible publication.
- Stage Three: If article is revised and resubmitted, it is checked to see if the author adequately addressed the issues/revisions identified by the reviewers.

An article that passes all three stages of review is then accepted for publication.

Types of Articles Needing Review

To be considered for publication in *The Journal of Christian Ministry*, articles must align with one of the following themes:

- a. the practice of ministry
- b. spiritual formation
- c. andragogy

d. program administration

The Journal of Christian Ministry publishes articles that fit within the following categories and are compatible with the emphasis of the current issue. All but the last two types will need qualified reviewers.

- Research articles:
 - Theological/Philosophical foundations and issues impacting educational and ministry practice
 - Historical perspectives on adult education that shed light on current issues in education and/or ministry
 - Empirical research that furthers our understanding of sound practice
- Teaching/Preparing people for effective ministry
- Effective models of education and/or ministry
- Assessment of congregational/parachurch ministry trends and needs
- Cultural analysis with implications for educational practice
- Response/Dialogue with issues or ideas in the broader field of religious education
- Reviews of contemporary ministry models in schools, churches and/or parachurch organizations
- Professional reviews of research, with implications for educational ministry or teaching
- An extended summary of an outstanding D.Min thesis-project that has been recently completed
- Abstracts of recent dissertations in the field of Doctor of Ministry education
- Articles solicited by the editor

Those who serve as reviewers should identify the types of articles they are best equipped to evaluate, and the topics/content areas they have the background to review.

Expectations for Article “Peer-Reviewers”

The following experience and skills equip a person well to serve as a “peer-reviewer.”

- Has published articles on the kinds of topics she/he will review

- Has previous study and current knowledge of the areas addressed in the article being reviewed (familiarity with current discussions)
- Has taught on the kinds of topics being addressed in the article
- Has personal experience with the topic/issues addressed in the article
- Not necessarily a technical editor, but able to give feedback on how well someone is communicating his/her ideas.
- If the article presents empirical research, the reviewer needs to be experienced with the type of research conducted and able to evaluate the soundness of the research process, data analysis, and conclusions drawn from that data.
- A person who agrees to review articles for *The Journal of Christian Ministry* should be prepared to review the articles assigned and return reports within four weeks of receiving them. Articles are normally sent one at a time for review. Prompt communication with the editor regarding availability or problems due to other work/personal demands is critical.

Benefits of Serving as a “Peer-Reviewer”

1. Most schools recognize service as a peer reviewer for an academic journal in the professor’s discipline as a strong contribution within the field. This may carry some weight when the person applies for promotion and/or tenure.
2. Reviewing articles for an academic journal in your field keeps you abreast of new research and ideas.
3. It is a way to contribute to all of us who rely on the journal for ideas and information to strengthen Doctor of Ministry teaching, scholarship, and service.
4. Those who serve in this way and review a number of articles will be invited to meetings of *The Journal of Christian Ministry* Advisory Board, which meets during the ADME conference.

Guidelines for Article Reviews

Because of the variety of types of articles that will need to be reviewed there is no one set of evaluation standards that can be applied to all of them. In general, the following qualities are what we are looking for in articles we would like to publish:

1. The content of the article is clearly relevant to Doctor of Ministry administrators, educators and/or ministry practitioners.
2. The article present a position/perspective compatible with Christian theological traditions.
3. The article demonstrates both a breadth and depth of understanding of the issues it addresses. The person is knowledgeable and communicates this well.
4. The article explores its topic in new ways. It makes a genuine contribution to our understanding, not just reviewing or rehashing things that have been addressed in other publications.

5. The evidence for the positions taken in the article is sound and well organized. In addition, it needs to show fair and respectful treatment of other positions.
6. The author develops reasonable implications for educational and/or ministry practice. We want to see how the issues addressed in the article make a difference for those seeking to carry out their ministries well. **This is a critical part of each article!**
7. The writing style of the article communicates well to the journal audience (e.g., Doctor of Ministry administrators, faculty, students and thoughtful ministry practitioners).

Interested in Serving?

All those interested in serving as “peer-reviewers” for *The Journal of Christian Ministry Christian* should email the editor and submit both a vita and a cover letter explaining the types of articles and topics they are best equipped to review. Send this information (Word format) to kent.edwards@biola.edu