

Harvard Civil Rights–Civil Liberties Law Review, Vol. 55.2  
**Frequently Asked Questions**

Thank you for your interest in applying to join Vol. 55 of the Harvard Civil Rights–Civil Liberties Law Review! Below, we've compiled answers to some of the most frequently asked questions that people have in the application process. If you have others, don't hesitate to reach out to Molly, Michelle, Alli, and Sejal at [eics.crcl.vol55@gmail.com](mailto:eics.crcl.vol55@gmail.com). We look forward to reading your application!

**1. What do I have to do to be a member of CRCL? What do I have to do to get masthead status?**

The minimum requirement of all active members is that you participate in a subcite each semester. This is a great way to get to know the journal — what we stand for, the scholarship that we publish, and the people who are involved. For those who know that they'd like to be more involved, we encourage you to apply for masthead status. This means that you're listed in both the physical journal and on our [website](#) (and that future employers will see your involvement when they Google you).

In order to earn masthead status, you must attend all meetings (one unexcused absence allowed); participate in the article editing process e.g., source pulling, line editing; and attend both subcites.

Being on G-board requires that, **in addition to subciting**, you join one of our specialized committees. Many people fulfill this requirement by joining the Article Selection Board (meaning that you'll read articles we're considering for publication and participate in small roundtables and larger meetings to discuss the merits and drawbacks of each piece).<sup>1</sup> Others decide to join one of our new media teams as either an Online Content Editor or an Audio Content Editor. People who are interested in developing and improving the journal moving forward might also consider being a part of the New Initiatives Committee. Finally, we are accepting a few individuals onto the Events Committee, responsible for planning social events, speakers, and trainings throughout the year.

**2. If I had masthead status for Vol. 55.1, do I need to reapply?**

No! Your role continues until the end of 55.2 (at which point you would need to apply for 56).

**3. What positions are currently available? What does each entail, and how much of a time commitment is each?**

EDITORIAL BOARD POSITIONS:

Managing Editor of Operations (2): Managing Editor of Operations (2): The MEs of Ops work with the Editors-in-Chief to handle logistics of running the journal. This includes communicating with CR-CL members, organizing CR-CL meetings, and tracking the Masthead status of members. Assist the Executive Managing Editors with overseeing the source pulling and

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<sup>1</sup> We are not currently accepting any new applications for the ASB although you can join the ASB in addition to another role on the G-Board.

subciting processes, planning a pre-subcite training, and overseeing Executive Technical Editors. This role is good for people who are organized and detail-oriented, and interested in gaining experience running large organizations. *Estimated time commitment:* 2–3 hours/week (averaged out over the semester). This position will require more lifting leading up to and immediately following each subcite.

Lead (Outside) Article Editors (3-6): Outside AEs work to substantively and technically edit each of the outside articles (those submitted, without solicitation, by academics or practitioners) that we select for publication. You'll be working with our internal team and with the authors themselves to ensure that the ideas are presented clearly and that the article meets our standards for publication. People who apply for this role should be familiar with legal writing, have experience editing, and be comfortable working with and managing others to complete tasks. *Estimated time commitment:* 5 hours/week (on average, as there will be some variation depending on the point in the editing cycle)

Executive Technical Editors (2-5): ETEs run the show for all CRCL subcites. They're responsible for knowing the Bluebook back and forth, and ensure that our finished product is of the highest quality. This is a great role for people who are detail-oriented, and may be of particular interest to those who are planning to apply for clerkships in the future.

*Estimated time commitment:* Varies. You'll be busy in the weeks leading up to the subcite each semester (10 hours/week), but you don't have much to worry about outside of those weeks!

GENERAL BOARD POSITIONS: If you apply and are selected for *any* of the positions below **and** if you participate in one subcite each semester, you are a G-board member and have earned masthead status for Vol. 55 of CRCL.

Online Content Editors (5): OCEs produce the bulk of our content on [Amicus](#). Each OCE is responsible for producing several posts each semester, and will also play a role in developing our new online content (reaching out to potential external authors, working with the Executive Online Content Editors to think creatively about ways to increase our blog's readership, etc.). OCEs will also have the option of writing a case comment about a recently decided case that is of particular interest to people who care about civil rights and civil liberties. This is a great role for people interested in writing and who want to contribute to an ongoing dialogue about civil rights. *Estimated time commitment:* 5–10 hours/week four times a semester

Audio Content Editors (4-6): ACEs guide the development of CRCL's newest project, the [Taking Liberties podcast](#). In this role, you'll both produce and edit content for the podcast, and work to increase listenership through active promotion of the podcast. You'll both be a voice on the podcast, providing you with an opportunity to discuss important topics of your choosing in the fields of civil rights and civil liberties, and conduct interviews with academics and practitioners in the field. While no prior experience editing audio content is necessary for the role, ACEs should be creative, willing to learn, and excited to engage with a new forum for discussing civil rights and civil liberties. *Estimated time commitment:* 5–10 hours/week four times a semester

New Initiatives Committee Members (2-3): The New Initiatives Committee is the vision-setting portion of the journal. You'll be conducting an in-depth assessment of what we as a journal do well, and working with invested parties to envision where we can go. Successful committee members will be big picture thinkers, invested in the journal, and able to think creatively about

how we build on the successes of the journal. *Estimated time commitment:* 1–3 hours/week

Events Committee Members (2–3): Members of the Events Committee will work with the Managing Editors of Events to develop and execute a wide array of events. These will include social/community-building events (e.g., Think and Drinks), scholarly events (author panels, guest speakers, etc.), and trainings for CRCL members (these can include trainings on practical skills relevant to journal members, such as leadership trainings, or trainings that are of particular interest to our members, such as movement lawyering trainings). You'll also plan and shape the 55th Anniversary Celebration Events this Fall/Spring. Members of the Events Committee should be passionate about the community formed within CRCL, and be able to think about the big picture while also possessing the detail-oriented skills necessary to successful execution of events. *Estimated time commitment:* 1–3 hours/week

#### **4. What if I want to apply for more than one role?**

Woohoo! We encourage people to apply to multiple positions if you believe that you have the necessary time and commitment to the journal. Many people choose to serve on both the ASB and in a more specialized role (e.g., being on the ASB and working as an OCE or ACE), in order to see a wide array of the work being done by the journal and to develop a range of skills that will be useful in future employment. If you are interested in applying for more than two roles, we encourage you to reach out to the EICs to make sure that it is feasible before you apply.

#### **5. What is the General Board (G-board)?**

The G-board is where most of the active members of CRCL sit. G-board members select content for the journal, develop our new media content, edit the journal, and create the community that is CRCL. Being on the G-board is a fantastic opportunity (and looks great on a resume) and a serious time commitment. It requires that CRCL be a priority in your semester because our journal is only as good as our G-board.