



De Gruyter Brill is a global leader in scholarly publishing in the humanities and beyond. Combining a rich heritage dating back to 1683 with a forward-looking mindset, our mission is to publish and curate indispensable research that breaks boundaries, builds new bonds, and shapes a better future. Join our diverse and passionate team of over 600 colleagues around the world – and help us shape the future of scholarly communications.

For more information, visit degruyterbrill.com.

Publishing Advisor (M/W/D)

Warsaw | Full-time employee | Feb 10, 2026

We are looking for an experienced and motivated Publishing Advisor to join our team at The Gruyter Brill in Poland. In this role, you will be responsible for managing and developing a diverse portfolio of academic journals, ensuring compliance with industry standards, and driving the journals' impact and financial stability. The ideal candidate will have a strong background in academic publishing, excellent communication and organizational skills, and the ability to adapt to evolving industry trends. If you are passionate about enhancing the reach and quality of academic publications, we invite you to apply for this exciting opportunity

Your tasks

Policy Development and Implementation

- Support and advise on operational policies and procedures to ensure compliance with industry standards and best practices
- Stay updated with industry trends and regulatory changes to adapt these policies accordingly
- Document this knowledge into comprehensive guidelines and instructions.

Performance Monitoring and Analysis

- Develop and oversee the execution of Journal Development Plans to

Your profile

- An academic degree, PhD preferred
- Experience in academic publishing
- Familiarity with open-access publishing
- Excellent communication and organizational skills, particularly with regard to meeting deadlines, structuring workflow processes, and prioritizing tasks
- Strong project management skills
- Proficient written and spoken English is essential
- Professional computer skills (standard office software)

- enhance the journals' impact, reach, and financial stability
- Track key performance indicators (KPIs) such as the number of submissions, acceptance rates, publication output, and review process speed
- Analyse data to identify trends, pinpoint areas for improvement, and ensure targets are met
- Guide journals on addressing performance issues

Operational Duties

- Analyse publishing trends and topics, suggest possible paper topics/special issues topics, analyse funding trends and sources
- Work closely with the Editor-in-Chief and the Journal Manager to develop and execute an article acquisition strategy
- Establish a working database of authors and institutions who may be invited to submit manuscripts
- Coordinate mailings to potential authors

Workflows Management

- Oversee journal workflows and systems' usage to ensure efficiency, timeliness, and smooth operation
Implement strategies to improve processes and task management
- Coordinate with the editorial team to resolve any bottlenecks or issues in the journal workflows

Revenue and Quality Management

- Develop and implement policies for Article Processing Charges (APCs) and for Subscribing to Open to ensure competitive pricing and revenue generation
- Monitor financial performance and adjust strategies as necessary to meet revenue goals
Monitor quality assurance targets

General Duties

- Provide reports on journals' performance
- Office support for general publication activities
- Cooperation with relevant teams to ensure the smooth operation of the journal portfolio
- Analyze the academic journal industry, prepare summaries
- Occasional Travel (This position may involve occasional travel to customers and conferences)

We offer you

- An exciting professional challenge for one of the innovation drivers of the publishing industry
- Family-friendly working time models, fully remote position to support a healthy work-life balance, alongside a substantial vacation allowance and additional special leave days
- Extensive benefits and allowances for a healthy, balanced life
- Development budget and opportunities for training and personal development
- Passionate colleagues in diverse, international teams; joint team events and company parties

At De Gruyter Brill, we are dedicated to diversity, equal opportunity, and building an inclusive culture where everyone belongs. We believe in individual potential, so please apply even if you don't meet every requirement—passion and a willingness to learn matter as much as qualifications. We look forward to hearing from you!

Ewelina Stańczuk

People + Culture

[Apply Now!](#)

