



Guidelines for Writers

Salvationist

Communicating Passion and Mission

Canada and Bermuda
Editorial Department
February 11, 2009

Our Magazine

Salvationist is a full-colour, 32-page monthly magazine with a circulation of approximately 18,000 copies. It exists to inform readers about the mission and ministry of The Salvation Army in Canada and Bermuda while engaging them with our biblical mission and purpose. Each issue also includes a bound-in copy of *Faith & Friends*.

Our Readers

Salvationist is written for Salvationists and friends of The Salvation Army throughout Canada and Bermuda.

Our Approach

Salvationist strives to create a strong, exciting and Spirit-filled sense of the Army's performance, success and results in carrying out its mission. All articles are sharply focused, tightly written and intended to deliver a clear and consistent message. It draws attention to critical issues facing the Army and creates a forum where ideas are discussed, issues debated, old conventions challenged and new visions identified. It accommodates and even encourages divergent viewpoints, increasing the Army's capacity to perpetuate its message, ministry and mission.

Our Editorial Needs

Salvationist publishes articles in two major categories:

News – Salvation Army items of interest including enrollments, corps activities and other newsworthy achievements. Length: 100-150 words. Supportive photographs are appreciated. Items should be of significant interest to readers throughout the territory, and should be received no later than two weeks after the event took place. Some items will be posted only on our website, Salvationist.ca, while others may appear only in print. Selected reports and photographs will appear both in print and online.

Features – Articles (750-1,500 words) that are best suited for *Salvationist* include:

- thought-provoking essays by individuals who provide substance to their opinions
- articles that speak to the challenges of leadership at the corps/centre, DHQ and THQ
- topical events important to Army life

Tributes

Salvationist is happy to print brief tributes, at no cost, as space permits. They should be received within three months of the promotion to Glory and include: community where the individual resided; conversion to Christ; corps involvement; Christian ministry and survivors. We reserve the right to edit all submissions. Clear, original photos may be submitted and will be returned. Digital photos in TIFF, Photoshop EPS or JPEG format are acceptable, with a resolution of 300 dpi preferred.

Your Submissions

Salvationist welcomes your submissions. Interested parties may contact the editor to determine the appropriateness of an article. All completed manuscripts are given consideration. Before submitting material, study the content, style and article length of a typical issue.

E-mail submissions are preferred, attached as a Microsoft Word document. Type your manuscript in standard manuscript form: double-spaced; name, address, telephone and fax number in top left-hand corner; word-count in top right-hand corner. Allow margins of at least one inch. Pages do not have to be numbered.

If your article is "as told to," also include name, address and telephone number of the person who is the subject of the story.

Indicate the Scripture references in parenthesis within the text of your article. Indicate the version of the Bible used. Sources must also be given for quotations or general comments attributed to other persons.

Contact the editor for guidance regarding photos and illustrations used in the magazine.

We accept reprints from non-competing media. Send a fresh manuscript, a photocopy of the published piece and the name and date of the publication it appeared in.

Salvationist is edited according to the *Canadian Press Stylebook*, 2006 edition, and the *Salvation Army Style Guide*, 2007. *Today's New International Version (TNIV)* is the standard Bible translation used.

The editor reserves the right to improve details, correct information and condense articles where necessary.

Publication

Writers will receive, without cost, three (3) advance copies of the issue in which the manuscript is published. Extra copies can be ordered from the Production and Distribution Co-ordinator, 2 Overlea Blvd., Toronto, Ont. Telephone: (416) 422-6112. E-mail: circulation@can.salvationarmy.org.

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