



Shintani Wado Kai Karate Federation

SWKKF Mission Statement

We are a family oriented traditional karate organization focusing on Sensei Masaru Shintani's teachings and values of kindness and humility.

Our goal is to move into the future with ties to the past developing confident individuals who will be positive role models within the community.

Date: April 3, 2014

RE: SWKKF Harmonizer Editor

About the Harmonizer

The Harmonizer is the official newsletter of the Shintani Wado Kai Karate Federation. It includes useful karate information, commentaries, tournament listings and results, workshops, regional and national news. The newsletter also includes articles on dojo's, Karateka's opinions and personal experiences, etc. **All articles come from members of the Shintani Wado Kai Karate Federation.**

For the last few years Sensei Jim and Jodi Lebrun have been taking good care of the Harmonizer. The quality of the issues has been outstanding and we have been very fortunate to have them onboard volunteering their time and efforts. They have elected to retire from the Harmonizer.

Current Status

The SWKKF is looking for the next editor of the Harmonizer. If you possess the following submit your application in confidence:

- Good communication skills in both email and phone - be able to answer and respond to emails in a timely fashion, and be able to follow up on communications. Articles for upcoming Harmonizers are submitted by email from members.
- Able to dedicate time for release of 3 Harmonizer per calendar year.
- Able to work within agreed deadlines – this is done in conjunction with the SWKKF President.
- Excellent editorial skills.
- Excellent proof reading skills (to proof read from articles submitted by members).
- Ability to understand different file formats (i.e. Microsoft Word, Adobe PDF, etc) – assistance will be provided!
- Good basic computer skills.
- Non-bias – able to accept articles from all members of the SWKKF.

Workflow

1. Agreed deadlines for Harmonizer releases are set with Sensei Denis (3 per calendar year).
2. Members through communication channels are requested to get their Harmonizer submissions to the editor.
3. Harmonizer editor “consolidates” all submitted articles into next issue. This includes table of contents, “Editor Article” (see previous Harmonizers for examples), cover page, page numbering, etc.
4. Harmonizer is submitted to Sensei Denis as draft for approval.
5. Harmonizer is released via regular communication channels and via the www.shintani.ca website after approval/corrections.

If you are interested in this position please email Sensei Denis – ddlabbe3@gmail.com before **May 17, 2014**. Assistance will always be provided to the Harmonizer Editor if/when necessary!