

About: Prism Staff positions

WELCOME! Prism staff members enjoy creative freedom in pitching, directing, and executing story articles. They are supported by a team of executive editors, there to help guide creative exploration and maximize both the students' and magazine's potential.

The following is required of Prism staff members:

- Attending weekly meetings – every Thursdays, 7:00pm (location TBA)
- Writing for the online magazine and/or the printed magazine
- Having an active Facebook account to stay in touch with the and support fellow staff member's published articles

Writing procedure:

All writers will be assigned multiple articles between the online and print magazine (based on availability). Preference of articles is primarily given to students based on participation.

The online and printed magazine will be run on two different deadline schedules, given to writers before hand. Accepting an article obligates the writer to the respective deadline schedule.

The process for article assignments, editing and submission goes as follows:

Articles are assigned with each writer's preference taken into account. Staff meetings provide writers with time to workshop the intended direction of the article and peer review first drafts. Second and third drafts will be submitted to the senior and copy editors using Dropbox.

The process for online magazine articles will be shorter than that of printed magazine articles due to different time constraints. The online magazine is updated daily (Monday-Friday) with different articles. The printed magazine is published once a semester. More byline opportunities are available with the online magazine, but articles are kept at a shorter length.

Online articles are typically between 300-500 words

Printed articles are typically between 500-700 words

We hope you consider Prism's staff!

For more information or questions, contact: Lexy Khella, Editor-in-Chief

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