

Article submission

The Australian Journal of Community Work (AJCW) is the official journal of the Australian Community Work Association and is published on www.acwa.org.au.

Submissions should be emailed to ajcw@acwa.org.au.

Articles should not be submitted for publication elsewhere while being considered by the AJCW.

Articles of interest

Articles are welcomed from all areas and demographic groups that fall within the community work arena.

Examples of relevant topics

Definitions, attrition rates, professionalism, workplace issues, professional development, ethical practice, burnout, evaluation, education, rural and remote divide, for profit and not for profit service provision, and the impact of public policy on practice.

Examples of relevant service fields

Community development, youth work, volunteering, Aboriginal and Torres Strait Islander specific services, aged care, disability services, mental health, alcohol and other drugs, housing and homelessness, family and children services, domestic and family violence.

Original research falls under two main sections, peer reviewed and 'from the field'.

Article length for:

- peer reviewed articles is 6,000 words.
- non peer reviewed articles the word length is 4,000.
- book reviews should have a word limit of 1,000 words.

Once submitted, articles will be reviewed and authors will be provided with reviewer reports in a timely manner. 'From the field' articles will be reviewed by experts in the field and editorial staff.

Preparing an article

Title page

Include article title, names of all authors, identify corresponding author with contact details. Confirm that the article has not been previously published or currently submitted to another journal. Please separate the title page from text pages. Do not include author names or other identifying information on subsequent pages.

Abstract

Up to 250 words

Key words

Up to six words

All headings

Limit headings to three levels. The first level headings should be in bold text (separate line), second level in italics (separate line), and the third level headings should be in italics on the same line as the new paragraph.

Text

11 pt Calibre (Body)

Line spacing

Double space and leave one blank line between paragraphs. Do not indent first line of new paragraphs.

Margins

Left aligned - do not justify on the right margin. Do not indent the first line of new paragraphs.

Do not underline

Use italics.

Tables/figures

Must be clearly labelled, e.g. Figure 1, Table 1. Labels must be at the bottom of the figure/table and left justified. All figures and tables must illustrate points made in the text.

Article design

Please remove all formatting, e.g. coloured text, fancy fonts, tabs, extra lines, indents etc.

Referencing

AJCW uses the Harvard style of referencing. It is an author-date style.

Referencing in text

In text:

1. References must include the author's surname and year of publication - (Lyons 2001).
2. For direct quotes add page numbers - (Lyons 2001, 33).
3. Where author's name is included in text add year in brackets - Lyons (2001).

4. When two different authors are cited: Citations are to be in chronological order and a semi colon separates references - (Lyons 2001; Megalongenis 2012).
5. If cited work has multiple authors - up to three authors can be included in the reference - (Crueess, Cruess & Steinert 2018, p. 186)

Reference list

All references cited in the article must be included in the reference list. Do not include references not cited in the article.

Book

Author. Initial Year, *Title*, Publisher, Place of publication.

Lyons, M 2001, *Third Sector: The contribution of nonprofit and cooperative enterprise in Australia*, Allen & Unwin, Crows Nest, NSW.

Multiple authors

Lovett, T, Clarke, C & Kilmurray, A 2018, *Adult education and community action: Adult education and popular social movement*, Routledge, London.

Edited book

Editor, (ed./eds) Year, *Title*, Publisher, Place of publication.

Amrith, M. & Sahraoui, N. (eds) 2018, *Gender, work and migration: Agency in gendered labour settings*, Routledge, London.

Book Chapter

Author surname, Initials year, 'Chapter title', in initials Editor & initial Editor(ed./eds), *Book title*, publisher, place of publication, page numbers.

McGregor-Lowndes, M 2014, 'Volunteering and recent governance reforms', in M Oppenheimer & J Warburton (eds), *Volunteering in Australia*, The Federation Press, Leichhardt, NSW, pp. 26-38.

Journal article

Author, Initials Year, 'Title of article', *Title of journal*, volume, number (or issue), pages.

Dodds, R, Ali, A & Galaski, K 2018, 'Mobilizing knowledge: Determining key elements for success and pitfalls in developing community-based tourism', *Current Issues in Tourism*, vol. 21, no. 13, pp. 1547-1568.

Journal article with DOI

Author, Initials Year, 'Title of article', *Title of journal*, volume (vol.), number (no.), pages, date viewed, doi

McLure Wasko, M & Faraj, S 2000, 'It is what one does': Why people participate and help others in

electronic communities of practice', *The Journal of Strategic Information Systems*, vol. 9, no. 2-3, pp. 155-173, viewed 19 May 2019, doi.org/10.1016/S0963-8687(00)00045-7

Journal article with URL

Author, Initials Year, 'Title of article', Title of journal, volume (vol.), number (no.), pages (if available), date viewed, <URL>

Gelberg, L, Doblin, BH & Leake, BD 1996, 'Ambulatory health services provided to low-income and homeless adult patients in a major community health centre', *Journal of General Internal Medicine*, vol. 11, no. 3, pp. 156-162, viewed 21 May 2019, <<https://link.springer.com/article/10.1007/BF02600268>>

Report

Author name or Organisation name year, Title, Organisation name responsible for report, viewed date, <URL>

Australian Institute of Health and Welfare 2018, *Australia's health 2018*, Australian Institute of Health and Welfare, Canberra, viewed 1 April 2019, <https://www.aihw.gov.au/reports-data>

Conference paper published

Author, initials year of conference, 'Title' in Initials Editor(s), Name of conference, Organisation, Location, page numbers, <URL> if accessed online

McFadden, L, Spencer, T, Nicholls RJ 2004, 'Broad-scale modelling of coastal wetlands: What is required?' in P Viaroli, P Lasserre, P Campostrini (eds) Lagoons and coastal wetlands in the global change context: Impacts and management issues, Venice, 5-15 viewed 24 April 2019 <https://link.springer.com/book/10.1007/978-1-4020-6008-3>

Conference paper unpublished

Author, initials year of conference, 'Title', paper presented at the Name of conference, Conference host, location, dates of conference, viewed date, <URL>

Howlett, S 2008 Lending a hand to lending a hand: The role and development of volunteer centres as infrastructure to develop volunteering in England, paper presented at the Volunteering Infrastructure and civil society conference, Aalsmeer, The Netherlands, 24-25 April 2008, viewed 12 February 2014 http://www.kansalaisareena.fi/Local_Volunteer_Centres.England.pdf

Webpage

Author, Initials year, Title webpage/document, Organisation responsible for website, date viewed, <URL>

National Institute on Drug Abuse 2010, *Drugs, Brains, and Behaviour: the Science of Addiction*, National Institute on Drug Abuse, viewed 1 October 2013, <http://www.drugabuse.gov/publications/drugs-brains-behavior-science-addiction/drugs-brain>