



2024 Poet Laureate

APPLICATION INSTRUCTIONS

On January 2020, Friends of the Calaveras County Library (FOTCCL) approved the establishment of the position of Calaveras County Poet Laureate to elevate the art of poetry in Calaveras County and to help celebrate the literary arts. Friends of the Calaveras County Library is the official fiscal agent and facilitator of the Calaveras County Poet Laureate program. The position will open for new applicants March 1st to serve the 2024-2026 term.

The Poet Laureate will be a two-year position with an annual stipend. During that term, the Poet Laureate will act as an advocate for poetry, literature, and the arts, and contribute to Calaveras County's poetry and literary legacy through public readings and participation in community events. The Poet Laureate will propose and lead community poetry projects.

The Poet Laureate will not be considered an employee of Calaveras County and will continue to have individual pursuits.

Eligibility Criteria for Calaveras County Poet Laureate

- The Poet Laureate will be available to serve a two-year term.
- The individual will be a current Calaveras County resident who has lived in the county for at least a full three years and has been published or recognized for poetry and literary contributions.
- The poet will be willing to represent the diversity of arts and cultures in Calaveras County.
- The individual has demonstrated a commitment to and a passion for poetry and embraces the opportunity for community outreach.
- The poet must be computer literate and willing to communicate using modern technology tools, including social media, blogs, Zoom, and other modes of communication.

Duties of Calaveras County Poet Laureate

- Represent Calaveras County and the art of poetry through outreach.
- Promote poetry in several county-wide events, dedications, or memorials per year.
- Act as a resource for poetry and literary activities of the Calaveras County library system.
- Lead and participate in local events and activities recognizing National Poetry Month in April.
- Undertake projects throughout Calaveras County communities to make poetry more available and accessible to people in their everyday lives.
- Actively participate in social media and Zoom activities related to Poet Laureate events and projects.
- Contribute to fostering a poetic identity for Calaveras County.

TO APPLY, SUBMIT THE FOLLOWING:

1. Application Form, including signature and date.
2. Statement of Eligibility.
3. Resume, including, but not limited, to the following:
 - List of professional activities and achievements (maximum of 4 pages). List in chronological format. Include significant awards, training, selected exhibitions, performances, presentations and/or publications.
 - Working knowledge of social media, on-line computer skills, and be comfortable with computer technology and communications.
 - List of publications indicating a minimum of three published works. List should be in MLA bibliographical format for each entry. See examples below.
 - Book (of which you are the Single Author):
Author. *Title of Book*. Publisher, Year.
 - Poem in Anthology:
Author. "Title of Poem." *Title of Book*, Name of Editor. Publisher, Year. Inclusive page number(s) of poem(s).
 - Magazine or Literary Journal: Author. "Title of Poem." *Title of Publication*.
Date: Page number(s) of poem(s).
 - E-zine or online journal: Author. "Title of Poem." *Website title* (with embedded link).
Publisher, date. URL address of page/site (linked).
 - List of performance activities, readings, attended conferences (leading, teaching, organizing or as participant)

Project Description

One of the duties (listed on previous page) of the Calaveras County Poet Laureate is to undertake projects in Calaveras County communities that will make poetry more available and accessible to people in their everyday lives.

In no more than two pages, describe what type of project(s) you would like to do. Keep in mind that Calaveras County has eight branch libraries that need to be served and are a base for activities. It is the poet's responsibility to coordinate with Nancy Giddens and branch assistants to schedule activities. How would the nature and significance of your approach to poetry impact or involve the community? What would be your timeline and what sorts of resources or collaborations would you be seeking? A school visit component is encouraged.

Go to the Poet Laureate link at the Central Library website for more information.

Artistic Quality: Work Samples

Submit copies of original works or email WORD attachments to **calaverasfotl@gmail.com**

HERE'S WHAT YOU NEED TO DO:

1. Complete and sign the Application Cover Sheet. Save as a PDF and submit.
 2. Save your Resume and Project Description as a PDF and submit.
 3. Save your Work Sample (poetry selections) as a Word Document and submit. (Spoken Word applicants send link to your recording(s) in a Word Document.)
 4. Submit additional documents (Optional: reviews, recommendation letters, press kit materials, publication materials, etc.)
1. Attach the above 3 or 4 documents to an e-mail that includes your full name and send.

SEND YOUR E-MAIL APPLICATION TO: calaverasfotl@gmail.com or by mail to Nancy Giddens, Calaveras County Library, 1299 Gold Hunter Rd, San Andreas, CA 95249 by May 15th, 2024.

Checklist for paper submission:

- ___ 1 original Application Form with signature verifying eligibility
- ___ 5 copies of Current Resume (Only 1 copy needed, if submitted by e-mail.)
- ___ 5 copies of Project Description (Only 1 copy needed, if submitted by e-mail.)
- ___ Letter(s) of recommendation (Optional) – 5 copies (1 copy needed if submitted by e-mail.)
- ___ Reviews, articles, publications (optional) – 5 copies of up to 3 pieces (1 copy needed if submitted by email)

WORK SAMPLES

- ___ Manuscripts of poetry selections - 6 sets (Only 1 set needed if submitted by e-mail.)
- ___ (Spoken Word: mp3, mp4 or wav files on a USB Flash Drive - 1 only)

(Provide electronic link in e-mail submissions.)

MUST be received in the central library office or online by 5:00 pm May 15th - No exceptions.

E-mail OR paper submissions only – NOT BOTH!