



## **NAPA COUNTY POET LAUREATE** **2008-2010 Nomination Guidelines**

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Arts Council Napa Valley (ACNV) announces the opening of the position of Napa County Poet Laureate. Nominations for the position are due by March 31<sup>st</sup>, 2008.

### Program Description

As an ambassador for poetry, the Laureate is expected to promote citizens' awareness of poetry as well as heighten their appreciation of the art form. The Laureate will strive to forge a meaningful connection between poetry and the populace, undertaking projects that make poetry more available and more accessible to people in their everyday lives. During the Poet Laureate's two-year appointment, he or she will be expected to officiate at selected public gatherings, initiate a dialogue between poets and the community, inspire others in their writing and personal expression and bring recognition to the history and tradition of poetry in Napa County.

### The Mission & Goals of the Poet Laureate Position are to:

- Celebrate through poetry where we live and who we are;
- Inspire others in their writing and personal expression;
- Initiate dialogue between poets and the community;
- Promote poetry through the media and through cultural organizations and to reach out to community institutions;
- Represent Napa County in the wider community;
- Bring recognition to the history and tradition of poetry in Napa County;
- Propose specific goals and activities in order to expand the appreciation of poetry in the community;
- Encourage writing in all age groups;
- Promote poetry at cultural events;
- Create new work;
- Create and/or read poetry at civic occasions, celebrations and moments of public transition;
- And bring attention to poetry in less traditional settings.

### Selection Process

The Napa County Poet Laureate will be appointed by the Napa County Board of Supervisors from a list of nominees provided by ACNV. Selection will be achieved through a competitive nomination process. The application process requires both a nominator and a nominee.

Nominees provided by Arts Council Napa Valley (ACNV) will be garnered through the following process: ACNV will solicit nominations through a "Call for Nominations" to be posted to the ACNV website ([www.artscouncilnapavalley.org](http://www.artscouncilnapavalley.org)) under the "Artist Opportunities" section and through direct contacts at universities, literary groups and ACNV members.

### Position Description

The position of Napa County Poet Laureate will be filled by a writer who must have contributed to Napa County's poetic community, written poetry of merit and should be comfortable with public presentation and interaction.

### Position Duties & Responsibilities

- Introduction at the Napa County Board of Supervisors;
- Be a contributing judge at any ACNV poetry contests during their tenure;
- Perform at least one reading at an ACNV event.

The Poet Laureate will also participate in civic events and outreach activities. Examples include:

Civic Events, including:

- The Napa County Fair
- Inaugural events/ceremonies
- Community celebrations
- Partnership Activities, including
- Readings at ACNV events
- Participation in events at the Napa Valley College or other such organizations

Outreach Activities, including:

- Regular poetry column for a local paper
- Radio/TV appearances
- Bookstore readings,
- Presentations or readings at senior centers and schools.

The Poet Laureate should be able to address areas in which s/he feels an ability to bring attention to Napa's poetry community and history.

### Position Tenure & Compensation

The volunteer position of Napa County Poet Laureate will be an honorary title to be held for the term of two years. ACNV may solicit and receive donations, grants or funds or other revenue, from public or private sources, and expand those moneys to develop a stipend for the Napa County Poet Laureate or for any other expenses associated with implementing this program

### Eligibility

The nominee must meet the following eligibility requirements:

- Be at least eighteen years of age.
- Actively writing poetry and working within Napa's poetic community.
- Must be current residents of Napa County and a resident for at least three years
- Nominees should plan to maintain residency in Napa County during the two year time of tenure.
- Have a significant body of published work and be held in high regard by the local literary community.
- There should be only one nomination per nominee.

### Nomination Submission Instructions

The following must be submitted by the deadline date of March 31<sup>st</sup>, 2008:

- Completed nomination form with signatures of both nominator and nominee;
- Statements from both the nominator and nominee;
- Up to 3 additional letters or statements of support for the nominee from individuals or organizations in the community;
- Poetry sample consisting of no more than 5 pages of 8 1/2 x 11 sized paper with no more than 1 poem per page;
- Materials should be collated into five complete packets with the application form on the top, followed by Nominator's statement, then Nominee's statement, then other support statements or letters, then the poetry sample. Please mail completed packets to Poet Laureate Submissions, Arts Council Napa Valley, 1041 Jefferson Street Suite 4, Napa, CA 94559.

### Nomination Review Process

A Review Panel will consist of representatives from the Napa Valley Writer's Conference, Napa Valley College, Arts Council Napa Valley and interested citizens from the Napa Valley cultural community. The panel will select one nominee to present to the Board of Supervisors.

The Board of Supervisors has the right of refusal, in which case the panel will select a second nominee. The award decisions are made based on combination of past community contributions, current samples of poetry and proposed activities. Applications will be screened for adherence to guidelines. Those not meeting criteria will be removed from consideration.

It is important to know that the Review Panel:

- Will determine three finalists who may be asked to submit further work and who will be interviewed individually by the Committee;
- Will review the nomination forms, sample work and proposals.
- Is not required to provide feedback to individual poets.
- Reserves the right to ask for further information from the nominator and/or nominee.

### Notification

We anticipate naming the Poet Laureate in May of 2008.