

## **Call for APPLICATIONS/NOMINATIONS for the McAllen, Texas CITY POET LAUREATE**

### **DEADLINE:**

The McAllen Chamber of Commerce's Arts Council announces the application process for selection of the McAllen Poet Laureate for 2018-2020. Submissions are welcome from individual poets who are seeking the position. Application packages may also be submitted by a person who is nominating a poet for the position of Poet Laureate. In either case, the complete application package described under "Application/Nomination Requirements" below must be received by the McAllen Chamber of Commerce by November 10, 2017 at 5:00 pm.

### **GUIDELINES**

#### **Purpose of Post**

To promote the influence of poetry and to serve as an ambassador for McAllen's poets and their work; to enrich the lives of McAllen's citizens by sharing and encouraging the gift of poetry.

#### **Term of Service**

The term of service for the inaugural position is through December 31, 2020. The Poet Laureate will also help select the next Poet Laureate and will help the incoming Poet Laureate transition into her/ his role.

#### **Term Expectations**

- Contribute to the growth of poetry in the City.
- Perform at civic events as requested by the Mayor's office or the McAllen Chamber of Commerce, up to four per year.
- Prepare and provide a written report of activities annually or upon request of the McAllen Arts Council or McAllen Chamber of Commerce.
- Write at least 4 poems for the City's use at special events and/or for special projects.
- Be willing to perform and speak in public about poetry and literary arts.
- Live, work, attend school or attend a place of worship in McAllen

#### **Honorarium and Recognition**

- \$200 honorarium per year
- City proclamation
- Media coverage related to performances
- Announcement in The Monitor
- Recognition at Good Day luncheons

#### **Criteria for Nomination and Selection of Poet Laureate**

- Admirable and proven level of skill in writing poetry
- Admirable and proven history of having published individual poems and/or books
- Demonstrated excellence in promoting awareness or enjoyment of poetry, such as participation in poetry events
- At least 21 years of age
- Have reliable transportation and be available to travel throughout the City
- Demonstrate a character appropriate for an official representative of McAllen

### **Application/Nomination Requirements**

The application form will be available on the websites of the McAllen Chamber of Commerce and the McAllen Arts Council or by submitting a self-addressed stamped envelope to:

McAllen Arts Council  
City Poet Laureate Application  
P.O. Box 790  
McAllen, Texas 78505-0790

### **To be accepted for consideration, applications must include the following:**

1. Completed application form, including the signed binding statement assuring that the poems are the poet's own and the materials submitted are true and accurate. If the application is submitted by a nominator, the statement may be the binding signed statement of either the poet or the nominator.
2. Work sample not to exceed six (6) pages, 8 ½ x 11, no less than a 12-point font, no more than one poem on each page, at least one of which is about the Valley and at least one of which is appropriate to read to children.
3. Resume or curriculum vitae not to exceed two (2) pages.
4. If the Application package is submitted by a nominator rather than the poet, there must be a statement signed by the nominated poet that s/he is aware of the nomination, is willing to participate in the selection process described in these Guidelines and is willing to fulfill the requirements of the McAllen Poet Laureate if selected. S/he must also state in writing that the work sample submitted accurately represents her or his own work.
5. Self-addressed stamped envelope or email address if applicant wishes to be notified of final selections. Work cannot be returned.

Completed application packets should be mailed to:

McAllen Arts Council  
Poet Laureate Application  
P.O. Box 790  
McAllen, Texas 78505-0790

**Application packages received after November 10, 2017 cannot be considered.**

### **Selection Process**

- The first review will be anonymous, based solely on the poetry, which will be sent to the McAllen Arts Council for review.
- The McAllen Arts Council Laureate Committee will review the packets of materials and select three finalists.
- The three finalists may be interviewed in person by the Committee on a date to be determined.
- The name of the nominee selected by the Committee will be forwarded to the Mayor. A personal interview with the Mayor may be required.
- The Mayor will announce the next McAllen Poet Laureate.

### **Projected Timeline**

Deadline for applications/nominations to be received at the McAllen Chamber of Commerce is November 10, 2017, 5:00 pm.