



# City of Palm Desert Poet Laureate Call for Nominations

(DEADLINE FOR ENTRIES – June 30, 2023)

## **STATEMENT OF PURPOSE:**

The City of Palm Desert is accepting nominations for the position of Palm Desert Poet Laureate for the 2023-2024 term. The appointed Laureate shall:

- Uplift the artistic achievement of the City and local communities through active participation in ceremonial, educational, and/or community activities.
- Raise awareness of the power and beauty of poetry.
- Provide access to poetry, spoken word and the literary arts within the City of Palm Desert.
- Encourage community members to develop their own creative interests.

## **ABOUT THE POSITION:**

The Poet Laureate for the City of Palm Desert is an honorary position. The Laureate serves a one-year term from October 2023 – September 2024.

The City will award the Poet Laureate an annual honorarium of \$3,500 to encompass all civic and official work performed or produced in the position. The Laureate may also be offered reimbursement of mileage expenses.

## **ELIGIBILITY:**

Any organization or member of the Palm Desert community may nominate a poet, self-nominations are welcome.

Candidates must:

- Be at least 18 years of age.
- Be a resident of Palm Desert for at least one (1) year.
- Be a primary Palm Desert resident during the appointment term.
- Demonstrate publication of poems, via print or online platforms, including social media.
- Demonstrate a connection and/or commitment to the literary community.
- Demonstrate excellence in promoting awareness or enjoyment of poetry by special awards, honors, or recognition.
- Understand and embrace the City's culture and history with a strong interest in serving and being a representative of the City.
- Demonstrate the ability to engage audiences.
- Be able and willing to travel between locations around the city.

**EXPECTATIONS:**

In addition to the Statement of Purpose, the Poet Laureate shall be expected to perform the following duties:

**Ceremonial:**

The Poet Laureate will participate in at least five (5) civic functions, including but not limited to the following:

- Veterans Day observed event, November 11, 2023
- State of the City, date TBD in 2024
- Independence Day Celebration, July 4, 2024

Additionally, the Poet Laureate shall aim to create a City poem that will be read at the City of Palm Desert's 50<sup>th</sup> Anniversary Celebration on November 18, 2023, and published on the City's website.

**Educational:**

The Poet Laureate shall select and mentor a junior poet laureate from a Palm Desert local elementary, middle, or high school.

**Community:**

The Poet Laureate shall propose and execute at least one (1) community outreach event during their term, to make poetry available and accessible to people in their everyday lives.

**Communication:**

The Poet Laureate shall:

- Work with City staff to develop and produce online and social media communications.
- Provide regular updates to the Cultural Arts Committee, including where and when presentations take place.
- End of Term Summary: Summarize her/his impressions and experiences during their term as Poet Laureate (including workshops, readings, judging of competitions, publication, etc.) to help the City of Palm Desert improve, adjust or adapt the parameters of the position and/or the appointment process.

**NOMINATION SUBMISSION MATERIALS:**

Nominations should demonstrate the nominee's artistic accomplishments, a history of community involvement, and a vision for the program during his/her term. Eligible candidates can be nominated for the position by submitting the following:

- A letter of nomination describing, in 500 words or less, why you feel you (or the person you are nominating) are the most appropriate candidate for the City of Palm Desert Poet Laureate.
- Three original works of poetry by the nominee.
- The nominee’s current resume or CV.
- A current list of publications and any teaching experience.
- Any relevant social media handles and/or website.
- Poet Laureate candidate information including address, phone number, and email address. If nominating, please include your contact information.

**REVIEW CRITERIA AND PROCESS:**

Submissions are reviewed by the Poet Laureate Jury Panel. The Jury Panel will consist of the City Council Cultural Arts Committee Liaison, the Chair of the Cultural Arts Committee, a representative of the Palm Desert Public Library, a representative from the Creative Writing and Writing for the Performing Arts Committee at UCR Palm Desert Center, a member from the creative community, as well as a member of the English department at College of the Desert. The panel will select three top candidates based upon the following criteria:

- Artistic merit, including publication history.
- Quality of work/creative excellence, including aural facility.
- Community commitment to cultural life and literary community.
- Ability of effectively inspire and engage others.

The Poet Laureate shall be appointed by the Palm Desert City Council based upon the recommendation of the Poet Laureate Jury Panel.

**TIMELINE:**

The following dates represent the schedule that will be followed. The City reserves the right, at its sole discretion, to adjust this schedule, as it deems necessary.

May 8, 2023	Call for Submissions released
June 30, 2023	Deadline to apply.
July 2023	Review of applications
August 2023	Interviews for final candidates
September 14, 2023	Recommendation to City Council
September 2023	Contracting
October 2023	City Poet Laureate term begins
October 2024	City Poet Laureate term ends

Completed applications must be submitted by Friday, June 30, 2023, at 11:59 p.m. PST

May 2023 – Poet Laureate

Call for Nominations

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Nominations may be submitted online (<http://www.palmdesert.gov/connect/poet-laureate>), by email to [epowell@palmdesert.gov](mailto:epowell@palmdesert.gov) or mailed to the address below. Materials will not be returned. **Online applications are strongly encouraged.**

City of Palm Desert  
C/O Poet Laureate Jury Panel  
Attn: Erica Powell  
73-510 Fred Waring Drive  
Palm Desert, CA 92260-2578



**INFORMATION:**

For more information, please contact Erica Powell, Management Analyst, at [epowell@palmdesert.gov](mailto:epowell@palmdesert.gov) or (760) 776-6346.