



## Poet Laureate for the City of Knoxville

### Information and Nomination Form

The Poet Laureate program for the City of Knoxville aims to extend and build on its rich literary heritage by recognizing and supporting citizen poets of exceptional talent and accomplishment. Each Poet Laureate serves a term of one year with the Arts & Culture Alliance's option to renew for one additional year. During this time, the Poet Laureate serves as a public voice of Knoxville, creating city-specific works and participating in literary outreach and educational programs. The Poet Laureate is encouraged to nurture appreciation of poetry and literature by conducting public readings, workshops, lectures, and presentations in neighborhoods, schools, colleges, universities, and other public settings in geographically diverse areas of the city.

### General Information

**Term and Honorarium:** Each term of service for the Poet Laureate will be one year, with an optional one-year renewal, beginning on July 1, 2016. Poet will be paid an annual honorarium of \$3,000. The award should be considered honorific.

**Nominators:** Legal residents of the corporate limits of the City of Knoxville may nominate a poet for the Poet Laureate position. Poets may not self-nominate. Those submitting nominations must be at least 18 years old.

**Intellectual Property:** The City shall retain license to use, reproduce, and compile the work created for the City by the Poet in his/her official capacity, but the Poet shall retain all other rights to the work.

### Eligibility Requirements

Nominations of poets from all walks of life and all poetry forms are welcome. In order to be considered for the position, nominated poets must meet the following eligibility requirements:

- Poet must be a legal resident of the City of Knoxville for at least one year.
- Poet must be at least 18 years old.
- Poet must have produced work of the highest caliber and critical acclaim and have contributed substantial service to the development of the literary arts as demonstrated by the application.
- Poet must have had at least one book of poetry published, which may be self-published.
- Poet's submitted work samples may be on any topic, although special consideration will be given to works representative of Knoxville/East Tennessee and its cultures. All forms of poetry will be considered.
- No award shall be given posthumously.

- Poet may not have previously served as Knoxville Poet Laureate.
- The nominee may not be an employee or officeholder for the City of Knoxville, the Arts & Culture Alliance, or from the immediate family/household of such employees or officeholders.

### **Position Requirements**

The Poet Laureate is encouraged to nurture appreciation of poetry and literature by conducting public readings, workshops, lectures and presentations in neighborhoods, schools, colleges, universities and other public settings in geographically diverse areas of the city. The Poet Laureate shall be expected to:

- Have the ability to fulfill her/his term in residence;
- Attend/participate/read/perform at four ceremonial/civic engagement events per year (possible such events may include Christmas in the City; Festival on the Fourth, a meeting of City Council);
- Participate in no fewer than two “poetry advocacy” events per year, during which the Poet Laureate shares the art and love of poetry with a non-traditional and/or underserved audience (examples may include a reading at a Veterans organization; a workshop at a domestic violence shelter; a group exercise and performance at a correctional institution). Work already planned or scheduled by the poet can be considered;
- Undertake one community outreach project to make poetry available and accessible to people in their everyday lives;
- Create a body of work including three poems each year of the Poet Laureate term;
- Submit semi-annual reports on their work to the Arts & Culture Alliance.

### **Selection Process**

Once the nomination period has closed, a selection panel drawn from members of the literary community shall select up to three finalists for interview from among the nominations. The finalist best representing the community shall be recommended to the City Mayor for appointment. All nominated poets will be notified of the selection outcome. The Poet Laureate shall be considered a civic appointment and one of honor. The selection panel's recommendation to the Mayor shall be based upon the following criteria:

- Creative excellence, as evidenced by the submitted poetry samples;
- Personal record of community service;
- Exemplary professionalism, as evidenced by an established history of substantial and significant publication in journals and books, including at least one book of poems published by a commercial or small press and special honors, awards, fellowships, or other recognition;
- Advancement of poetry in East Tennessee communities, as evidenced by an established history of activity in Knox County’s literary community through readings, publications, public presentations, and/or teaching;
- The community value of one or more proposed outreach projects, the purpose of which are to engender an appreciation of the literary arts to an underserved constituency within the City of Knoxville

# Poet Laureate for the City of Knoxville

## Nomination Form

### Contact information for Nominator (must be a Knoxville resident):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

How long have you known the Nominee? \_\_\_\_\_

In what capacity do you know the Nominee? \_\_\_\_\_

\_\_\_\_\_

### Contact information for Poet Laureate Nominee:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Please confirm the following:

YES	NO	
		Nominator is a legal resident of the City of Knoxville.
		Nominee is a legal resident of the City of Knoxville for at least one year.
		Both Nominator and Nominee are at least 18 years of age.
		Nominee has had at least one book of poetry published (self-published work qualifies).
		Nominee is NOT an employee or office holder for the City of Knoxville, the Arts & Culture Alliance, or a member of such a person's immediate family/household.
		Nominee has the ability to fulfill his/her term in residence.
		Nominee is able to attend/participate/read at four ceremonial/civic engagement events per year.

		Nominee is able to participate in no fewer than two “poetry advocacy” events per year, during which the Poet Laureate shares the art and love of poetry with a non-traditional and/or underserved audience. Examples of poetry advocacy events could include (but are not limited to) a reading at a Veterans organization; a workshop at a domestic violence shelter; a group exercise and performance at a correctional institution. (Work the poet had already planned to undertake or already scheduled with underserved audiences can count).
		Nominee is able to undertake one community outreach project to make poetry available and accessible to people in their everyday lives. Nomination form must be accompanied by a description of such a project that the Nominee expects to undertake.
		Nominee is able to create a body of work including three poems each year of the term.
		Nominee is able to submit semi-annual reports on his/her work to the Arts & Culture Alliance.

**PLEASE ATTACH THE FOLLOWING TO THE NOMINATION FORM:**

Note that nominations unaccompanied by the required attachments listed above will not be considered for selection.

1. **Nominee Resume or Curriculum Vitae**
2. **Nominee work samples with cover sheet listing title, publisher, and publication date.**  
Although special consideration shall be given to works representative of Knoxville/East Tennessee and its cultures, samples may be on any topic.
3. **Description of Nominee’s proposed community outreach project or projects**

Nomination forms with listed attachments should be submitted to the following address by April 1, 2016:

**Arts & Culture Alliance  
P.O. Box 2506  
Knoxville, TN 37901**

Questions may be addressed to Liza Zenni at 865-523-7543 or [lz@knoxalliance.com](mailto:lz@knoxalliance.com).

