



Become Nanaimo's Poet Laureate!

Terms of Reference and Nomination Form

After residents of Nanaimo brought the idea forward, City Council established the position of Poet Laureate. Poet Laureate positions exist across Canada with Nanaimo's inaugural Poet Laureate established in 2014. Nanaimo's Poet Laureate will raise the profile of the local literary arts by creating and presenting works that are relevant to the life and culture of our city.

Term and Remuneration

The City of Nanaimo Poet Laureate will be provided a \$1300 honorarium and \$200 of project funding each year. The term is for three (3) years. Term will begin 2017-JAN-01.

Eligibility Criteria

In order to be eligible as Nanaimo's Poet Laureate, candidates must be able to demonstrate excellence of work, and reside within the Regional District of Nanaimo. Candidates can be nominated by someone else or be self-nominated.

Applicants must include in their submission the following documentation:

- A literary curriculum vitae.
- Examples of published works.
- A letter of intent, including an outline of the vision for the Poet Laureate position and at least three (3) sample ideas of projects they would undertake as Poet Laureate.
- Three (3) references.

Poet Laureate Duties

Nanaimo's Poet Laureate will:

- Participate in the cultural life of the city and serve as a literary ambassador for Nanaimo.
- Participate in at least five (5) important civic cultural events (example: Canada Day, Culture & Heritage Awards Ceremony, Mayor's Poetry City Challenge, Immigrant Welcome Reception, etc.) by presenting works that are relevant to life in Nanaimo (works of the own or others).
- Plan activities or events to celebrate National Poetry Month (April).
- Produce at least one (1) original work each year of the term that is relevant to life in Nanaimo.
- Collaborate with City Staff, the Culture and Heritage Commission and other community partners to find creative avenues to disseminate the work.
- Work with Nanaimo's Youth Poet Laureate.

Selection Process

The selection and appointment process for the Poet Laureate will be undertaken by a selection committee consisting of:

- two (2) members of the Culture and Heritage Commission, or its equivalent;
- two (2) peer representatives from the literary community (poets, writers); and,
- one (1) representative from the Vancouver Island University Creative Writing Faculty.

The selected candidate will be recommended to City Council for final approval.

Selection Criteria

- Demonstrated ability to engage and inspire the community.
- Clear and innovative ideas regarding the vision for the position of Poet Laureate.
- Ease and skill at presenting and performing work to the public.

Finalists for the Poet Laureate position will be invited for an interview with the selection panel.

Intellectual Property

All writing, notes and original materials produced during the Poet Laureate's tenure will remain the property of the Poet Laureate.

Deadline for Applications

Applications must be received **by 4:30 pm on Friday, October 28, 2016.** Deliver completed applications to:

- In Person: c/o Culture & Heritage, 411 Dunsmuir Street, Nanaimo, BC V9R 5J6
- By Mail: c/o Culture & Heritage, 455 Wallace Street, Nanaimo, BC V9R 5J6
- By Email: cultureandheritage@nanaimo.ca

Questions?

Contact the Culture & Heritage Department at 250-755-4483 or cultureandheritage@nanaimo.ca.

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