

City of Richmond Request for Qualifications (RFQ)

CALL FOR Richmond POETS - Richmond Poet Laureate Competition

Post Opens: May 12, 2023

Post Closes: June 12, 2023 @ 11:59 PM

BACKGROUND:

In 2012, the City of Richmond awarded the first Poet Laureate prize. Through this Call for Poets, the City of Richmond's Arts and Culture Commission (RACC) is seeking a Poet Laureate, who will be a Richmond resident during the two-year term. We recognize that poetry is accessible to people from all walks of life, gives voice, and speaks to the hearts, minds and souls of children, youth and adults in our community. Poetry is an important part of our culture, and history, reflecting our experiences in deep ways that connect humans together emotionally and spiritually. Reading and writing poetry helps us process intense emotions, share our stories, and experiment with language in ways that no other art form does. It also enhances our literacy skills in vocabulary, critical analytical skills, and in reading fluency and comprehension. The Richmond resident selected for this position will represent the City of Richmond as summarized in the Scope of Services section found below.

SCOPE of SERVICES:

The purpose of the Poet Laureate program is three-fold:

1. To provide a focus for the appreciation and dissemination of poetry in Richmond.
2. To promote the exploration of comprehension of and creation of poetry among our youth.
3. To act as a spokesperson for the growing number of poets and writers in Richmond.

An annual \$1,000 stipend is offered for the position. The Richmond Poet Laureate will be required to participate in various events and activities, including but not limited to the following:

DUTIES AND REQUIREMENTS

The Richmond Poet Laureate shall be appointed for a term of two years, beginning July 2023 - and ending June 2025.

1. Write a poem about Richmond that will be placed in a notebook and available at the Richmond Main Library and online.
2. Write a summation of his/her/their impressions and experiences as Poet Laureate six months prior to the end of the two-year term, with the purpose of providing information that will help improve, adjust and or adapt the parameters of the post and/or the application process.
3. Give readings at a special events at the beginning of and over the two-year term.

4. Write a new poem for, and/or participate in the National Poetry Month activities in April (2024 and 2025).
5. Write a new poem for, and/or participate in the National Arts and Humanities Month in October (2023 and 2025).
6. If deemed appropriate by the Sub-Committee, and if funding is available, the Poet Laureate may be asked to edit a chapter book consisting of his/her/their work or of the collected work of Richmond Poets.
7. Visit schools and attend city, library and school functions, public park events, City Council and Richmond Arts and Culture (RACC) meetings, as needed.

Due to COVID 19, virtual and distance learning appearances may be requested via ZOOM and/or other virtual platforms.

QUALIFICATIONS:

The best candidates for this opportunity are poets who have been professionally published in at least one poetry publication or book, and who feel passionate about teaching and celebrating poetry in a community setting. A Richmond based poet and/or a poet with roots in Richmond would be ideal for this position. The criterion for selection includes the following:

1. Provide evidence of a body of work, whether published, self-published, or unpublished.
2. Provide evidence of a history of advocacy for poetry or participation in poetry events, including award or public recognition of your work.
3. Provide proof of current residency in Richmond.
4. Demonstrate public speaking ability.
5. Provide evidence of strong writing skills.

SELECTION PROCESS:

A Poet Laureate Sub-Committee has been appointed by the Richmond Arts and Culture Commission working in partnership with the Public Art Advisory Committee and will preside over the appointment process. The Sub-Committee will review applications, interview candidates, and make a recommendation for the selection of the Poet Laureate for the 2023-2025 term. Their recommendation will be forwarded to the Richmond Arts and Culture Commission for final approval. Three semi-finalists may be asked to read a selection of their poetry before the Sub-Committee and may be interviewed in-person or via ZOOM.

If the selected Poet Laureate is not able to complete the full term, the Poet Laureate Sub-Committee shall reach out to the next semi-finalist to complete the remaining portion of the two-year term. If approved by the Poet Laureate Committee, the successor may serve another term.

ELIGIBLE: Open to all Richmond residents who are poets 19 years of age or older.

INELIGIBLE: Current Richmond Arts and Culture Commissioners (RACC), Public Art Advisory Committee (PAAC) members and any commissioners who have resigned within 1 year of the prize award. Current and past Poet Laureates are ineligible, and we hope that you will encourage others to apply for this two-year opportunity.

SUBMITTING YOUR APPLICATION: Deadline June 12, 2023 @ 11:59 PM

Poet Laureate applicants shall submit the following by June 12, 2023 @ 11:59 PM:

1. A resume
2. Selections from your works, not to exceed five pages
3. Two personal and two professional references (names, phone numbers, and email addresses)
4. Proof of current residency in Richmond. (i.e. copy of utility bill)
5. Sign and submit a statement to confirm availability for the two-year term
6. If selected, you will be asked to submit a schedule of speaking events along with a stipend menu for guest poets
7. The downloadable application can be found here:

<https://www.ci.richmond.ca.us/DocumentCenter/View/65352/Poet-Laureate-Application-FY-2023-25>

CONTACT INFORMATION:

Questions may be directed to: Winifred_Day@ci.richmond.ca.us 510-620-6952

For more information on the history of the Richmond Arts and Culture Commission and the Public Art program, please go to: [Arts & Culture | Richmond, CA - Official Website](#).