

# **POET LAUREATE PROGRAM FOR THE CITY OF MYRTLE BEACH, SOUTH CAROLINA**

## **Call to Community**

The City of Myrtle Beach, South Carolina is seeking applications for the honorary position of Poet Laureate. This position is being created to support a greater appreciation of local people, places, history, and inclusion through the shared literary theme in reading and writing of poetry. The Poet Laureate is the poetic voice of our City, promoting literacy and literature among city residents of all ages. Duties will include participating in various public events and engaging with our schools, community centers, and libraries to encourage the reading and writing of poetry and other creative writing and literacy learning. The Poet Laureate will be appointed by the Myrtle Beach City Council following a recommendation from the Poet Selection Panel.

### Application on Final Page

## **Guidelines**

### **Poet Laureate Requirements/Qualifications**

Poets from all walks of life, writing in any poetry form is welcome to apply. To be considered for the Poet Laureate position, applicants and nominees must meet the following requirements and qualifications:

- Poet must live in the city, and have lived in the city for no less than one year, and continue to live in the city throughout the appointment;
- Poet must be 18 years of age or older;
- Poet must be experienced in the field of poetry or be an emerging poet/creative writer demonstrated through a body of work, published or unpublished;
- Poet must be comfortable with public speaking;
- Poet must be a champion for the City of Myrtle Beach and share the enthusiasm for the community through their work.

### **Poet Laureate Duties**

The Poet Laureate is expected to:

- Have the ability to fulfill her/his term;
- Attend, participate, read, and/or perform work at selected ceremonial/civic engagement events including commemorations of important historical events, and public arts events such as gallery openings or performing arts;
- Champion the art of poetry, creative writing and the spoken word;
- Encourage appreciation of the art form and creative expression by a wide-range of city residents including youth;
- Celebrate the city's cultural heritage;
- Attend literary and other cultural events in the city as appropriate;

- Give 5 public readings and workshops that are free and open to the public, including visits to schools and/or events for young people;
- Participate in selected “poetry advocacy” events, especially Poetry Month in April during which the Laureate shares the art and love of poetry with
- a non-traditional and/or underserved audience, with a particular focus on children;
- Undertake a community outreach project to make poetry available and accessible to people in their everyday lives;
- Attend no fewer than six (6) Cultural Resource Committee meetings or presentations each calendar year;
- Communicate all public engagement sessions to the designated City Staff or Poet Selection Panel member.

## **Poet Laureate Term**

The Poet Laureate will serve a two-year term based on the calendar year. Poet Laureate may serve an additional consecutive term at the recommendation of City Council. If the Poet Laureate cannot fulfill his/her contract due to extended illness, relocation or inability to perform, the City Council may, at its discretion, review previous applications and select a new Poet Laureate to complete the term. The interim Poet Laureate is eligible to apply for the next complete term. Poet Laureates may not serve more than two (2) consecutive terms, and may be re-nominated four years after the completion of their first term.

## **Compensation**

The Poet Laureate position will receive up to \$4,000/year

- Compensation for the public appearances will total \$2,000/year to be paid evenly across four (4) instalments. \$500 will be issued on the first day of each quarter.
- Compensation for the community outreach project will be an amount up to \$2,000/year dependent on the complexity and time required to complete the project.
- Community outreach project fees will be determined by the Cultural Resource Committee in collaboration with the Poet Laureate. All fees will be based on fair market value and will be paid after the services have been rendered with receipts of materials provided by Poet Laureate.

Upon selection of the poet, the City Council and Mayor will be asked to declare a Poet Laureate Day.

## **Application Process**

The application process is in two phases. Applications must be submitted as directed in the application’s submission instructions.

1. The application packet must include:
  - Poet’s name, address, phone number, and e-mail address
  - Letter of interest briefly describing applicant’s life, career, and poetry experience

including why the applicant wishes to be considered and what he/she hopes to accomplish during the appointment.

- Narrative statement answering the following question: “How can the poet laureate be a champion of the city of Myrtle Beach and share the enthusiasm and vision for the community through their work?”, and a proposal and budget for a Community Outreach Project.
  - Five poems or pieces of creative writing, either published or unpublished, of any style or form, with lengths not exceeding 3,000 words. If the poet writes in a language other than English, the original poetry and an English translation should be submitted. Works may be submitted on distinctive paper and/or printing method, but must be legible and have the ability to be photocopied without damage. *In submitting this work, you warrant that the submissions are the applicant’s own work and that to the best of your knowledge they do not infringe on another’s intellectual property rights.*
2. After the Poet Selection Panel’s determination of up to three finalists, the finalists will interview with the Panel including a reading of their work.

## **Selection Process**

Description of Poet Selection Panel - The Panel will consist of one City Staff Member and up to four other members with the following qualifications:

- Expertise in the literary arts field
- Reflect diversity of age, ethnicity etc.
- May include past Poet Laureates of Myrtle Beach

All application packets will be reviewed/audited by the Poet Selection Panel members before being presented to the Myrtle Beach City Council to insure that the applicants meet all requirements.

The Selection Process is in two phases.

1. In Phase I the Poet Selection Panel will judge all work submitted through the required application. The Panel will decide on up to three finalists.
2. In Phase II, the Panel will interview the finalists to rank and make recommendations to the Myrtle Beach City Council for final decision. Interviews will also require the finalists to present an oral reading of their work. Points to be considered may include:
  - Quality of poetry.
  - Language and oral facility.
  - Suitability of the work for civic celebration.
  - Recognition evidenced through publications, grants, fellowships, academic and/or non academic awards.
  - Engagement in past projects that involve poetry, and
  - Other experiences related to the tradition of poetry.

During the interview with the finalists, the candidates will be apprised of the Poet laureate’s “Code of Conduct,” advised of the City’s copyright requirements, and given an overview of the contractual agreement.

## **Timeline**

JULY 1	- Call for applications
SEPTEMBER 15	- Deadline for applications
SEPTEMBER	- Poet Selection Panel reviews applications and selects 3 finalists for interview
OCTOBER	- Finalist interviews
NOVEMBER 7	- Poet Selection Panel make recommendations to the Myrtle Beach City Council for final decision
NOVEMBER 14	- City Council 1 <sup>st</sup> reading to select Poet Laureate
DECEMBER 12	- City Council 2 <sup>nd</sup> reading to select Poet Laureate
JANUARY 1, 2024	- Poet Laureate term begins

## **Poet Laureate Code of Conduct:**

As Poet Laureate, it is the poet's duty and responsibility to:

- Remember that as an individual, he/she has no authority outside of the assigned duties, and to conduct his/her relationships with the Cultural Resource Committee, Mayor, City Council, the local citizenry, and the media on the basis of this fact.
- Resist pressure to use the position to benefit either himself/herself or any other individuals or agency apart from the total interest of the City of Myrtle Beach.
- Welcome and encourage active participation by Myrtle Beach citizens, organizations, and the media.
- Have no interest nor acquire any interest, direct or indirect, which would conflict in any manner with the performance of the Poet Laureate duties.
- At all times present himself/herself and the Poet Laureate program in a professional and respectful manner.
- Take responsibility for creating a positive environment for the growth and development of the arts in his/her community.

## **Additional Requirements**

- This is not a political appointment. This is not a City employment with benefits.
- The Poet Laureate will be required to enter into a professional services agreement with the City and obtain a City of Myrtle Beach Performers License.
- The City retains the rights to publish and distribute poetry created as part of the Poet Laureate program for noncommercial purposes, including but not limited to use in City-related advertising, brochures, media, publicity, catalogues or other similar publications.
- The City requests the right to reprint poetry created as part of the Poet Laureate program in an anthology of the Poet Laureate program for the purposes of soliciting funds for the program.
- The City requests the right to reprint previously published poetry used as part of the Poet Laureate program for both noncommercial uses and an anthology.
- Poet Laureate shall satisfy a background screening and driver's check.

# POET LAUREATE FOR THE CITY OF MYRTLE BEACH

## 2024-2025 Application Form

To be considered for the City of Myrtle Beach Poet Laureate, please complete and submit this application with the following documents:

1. Letter of interest briefly describing applicant's life, career, and poetry experience including why the applicant wishes to be considered and what he/she hopes to accomplish during the appointment.
2. Narrative statement answering the following question: "How can the poet laureate be a champion of the city of Myrtle Beach and share the enthusiasm and vision for the community through their work?", and a proposal and budget for a Community Outreach Project.
3. Five poems or pieces of creative writing by the applicant, either published or unpublished, of any style or form, with lengths not exceeding 3,000 words. If the poet writes in a language other than English, the original poetry and an English translation should be submitted. Works may be submitted on distinctive paper and/or printing method, but must be legible and have the ability to be photocopied without damage.

### POET / APPLICANT INFORMATION

18 years or older?  Yes  No

Name :	
Address :	
City, State ZIP:	
e-mail address:	

Do you work for, or attend an academic institution within the City of Myrtle Beach?

Yes  No | Please detail: \_\_\_\_\_

*I, \_\_\_\_\_ submit my application for consideration as the Poet Laureate for the City of Myrtle Beach, and attest that the information contained herein and submitted as attachments is true and my own to the best of my knowledge and belief.*

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**INSTRUCTIONS:** *e-mailed submissions and late submissions will not be accepted.*  
All applications are due by 2:00PM September 15<sup>th</sup> 2023 by mail or hand delivery to:

**City of Myrtle Beach  
Downtown Development Office  
517 9<sup>th</sup> Avenue North  
Myrtle Beach, SC 29577**

**The City of Myrtle Beach  
is NOT responsible for  
late or misdirected mail.**

For questions or assistance, please call (843)918-1065