City of Manteca
Poet Laureate

CALL FOR APPLICATIONS

The City of Manteca serves as a herald for Manteca's Poets and their work. The Poet Laureate is dedicated to building community through poetry and encouraging a love of poetry among people of all ages.

Mission

The mission of the Poet Laureate is to promote the influence of poetry and enrich the lives of citizens by sharing and encouraging the gift of poetry.

Expectations

- Support early childhood and adult literacy programs at the Manteca Library
- Cultivate an appreciation for poetry in the lives of community members
- Commemorate specific civic events through the creation and reading of poetry
- Increase community awareness of the benefits and importance of poetry and the literacy arts
- Develop commemorative poems over time that express the essence of Manteca life
- Offer poetry workshops to the community
- Compose one poem per year dedicated to the City of Manteca and read it at a City Council meeting and Recreation & Parks Commission meeting
- Prepare a written report of activities every six months or upon request of the Recreation & Community Services Department

Requirements

- Applicant must demonstrate a commitment to promoting awareness or enjoyment of poetry
- Applicant must be 18 years of age or older
- Applicant must be a resident or employed in Manteca for at least two consecutive years
- Applicant must pass a background check
- Applicant must be able to present publicly
- Applicant must be able to meet expectations of the position and reach audiences through travel or other means

Recognition

- Funding for projects may include honoraria or grants as available
- Press coverage related to performances and special projects
- The stipend for the Poet Laureate will not exceed $2500 for the first year. Quarterly reports and invoices may be submitted for partial payment through the year. If all terms are met, and Poet Laureate is invited to serve for a consecutive term, Poet Laureate may resubmit for additional funds up to $2500 for each subsequent year of the term.

Term

The term of service is three years. Poet Laureate must reside or work in Manteca for the life of the term.

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Proposals

- A one-page cover letter that includes contact information for the applicant
- Submission of five poems that represent your best artistic achievements. Submit no more than one poem per page. All pages must include the title of the poem, your name, and page number, if appropriate, on each page. The work sample may contain information that indicates where the poem has been published or performed, or if it has received any awards for merit.
- A written narrative of what the applicant hopes to accomplish as Poet Laureate, could include ideas for a Poet Laureate special project, not to exceed two pages. Sample questions to consider: How would the nature and significance of your approach to poetry impact or involve the community? What would be your timeline and what sorts of resources or collaborations would you be seeking? What is the projected budget for this work? What public events, school activities, or festivals would you be involved in as a Poet Laureate?
- Annual budget for program expenses, time, travel, etc., not to exceed $2500 per year
- (optional) Up to two pages of supplementary materials, including excerpts from published book reviews, judges' comments, or other critical writings that help contextualize the poet's work for the Recreation & Community Services Department. Notes: recommendation letters are not appropriate and will not be considered

Application Process

- The application will be available on www.manteca.gov
- Completed application packets should be saved as a single .pdf file and submitted via email to recreation@manteca.gov, subject line: Poet Laureate application
- The Poet Laureate panel reviews all submitted materials to arrive at three finalists
- The three finalists are interviewed in person by the panelists who will select the final artist. This name will then go on to the Recreation & Community Services Department, who will make a final recommendation to the City Manager for approval

Proposed Timeline

In order to be considered, applications must be received by midnight 12/21/23. Incomplete and late submissions will be deemed ineligible and will not be considered. If for any reason you are not able to submit application materials via email, please contact Meghan Kuesthardt to make other arrangements: recreation@manteca.gov or by phone 209-456-8600

Work Samples

Indicate title and year of the work samples. Work submitted will not be returned. Please attach samples on a separate sheet

1._____

2._____

3._____

4._____