

Seeking Applicants for Poets Laureate 2024-2026

Overview:

The Altadena Poets Laureate play an important role in promoting poetry in Altadena through the organization of public poetry readings and workshops at the Altadena Libraries, publication of the online *Altadena Literary Review*, and publication of the printed *Altadena Literary Review Anthology*. The Altadena Library's current Poets Laureate are seeking applicants for Poets Laureate for the 2024-2026 term.

The Altadena Poets Laureate are volunteers who are officially appointed by the Board of Trustees of the Altadena Library District, which provides an annual operating budget for Laureate programming.

To apply, submit the following application and attachments (in Word or PDF format) via email to altadenapoetryreview@gmail.com by **February 10, 2024**. Any applications received after the due date will not be considered.

How to Apply:

Write a **Letter of Application with contact information, biography, and resume (up to four pages)**. Include your full name, professional name (if different), home address, phone, email, website (optional), your publication history, your own publications, featured readings, and other activities in the Altadena/Pasadena community or the poetry community at large.

In your letter, please comment about what you envision doing while Poet Laureate, including potential ideas for readings, workshops, or other community events. Please list your past editorial and online publishing experience, if any.

Candidates will be interviewed by members of a selection committee.

Due to the substantial workload of the Poet Laureateship, **two** Poets Laureate will be selected:

1. **Poet Laureate for Community Events**
2. **Poet Laureate Editor in Chief**

If you prefer to be considered for a particular role, please indicate this in your letter.

Roles:

Poet Laureate of Community Events is the point person on producing literary readings and/or workshops with the library, including the annual *Altadena Poetry Review/Anthology* reading, and will also periodically represent the Laureate program at community-sponsored literary events at public schools, bookstores, libraries, and other venues.

Poet Laureate Editor in Chief is primary editor of the online *Altadena Literary Review* and/or the printed *Altadena Literary Review Anthology*, including soliciting submissions, reconciling editorial decisions, notifying poets, posting/printing poems/bios/pics, and planning the annual

reading. The Poet Laureate Editor in Chief will either take this work on directly or outsource the work. The Poet Laureate Editor in Chief shares the workload with the Poet Laureate of Community Events and has the option of working with an editorial committee.

Eligibility & Requirements:

- Be at least 18 years of age AND reside or work in Altadena, Pasadena, or the surrounding area.
- Agree to serve as Poet Laureate for the Altadena Library for a term of two years from May 2024 through April 2026. Applicants for Poet Laureate of Community Events will conceptualize, organize, and lead at least one public program per year at the Altadena Library (poetry readings or workshops), in addition to organizing the annual April reading. Applicants for Poet Laureate Editor in Chief will manage submissions, selection, and publication of the online *Altadena Literary Review* and/or the printed *Altadena Literary Review Anthology*. The Poets Laureate also lead the search for the following Poets Laureate toward the end of their term.
- Attend the Altadena Library Laureate Inauguration as part of the library's annual Poetry & Cookies program.
- Applicants are rated by:
 1. quality and appeal of their poetry
 2. activities in Altadena/ Pasadena or the poetry community at large, including editing and online publishing experience
 3. ideas for projects, workshops, readings, and other community events

APPLICATIONS SENT TO ANY OTHER EMAIL ADDRESS OR IN HARD COPY THROUGH POSTAL MAIL OR DELIVERED TO THE LIBRARY OR ANY OTHER DESTINATION WILL NOT BE CONSIDERED.