

City of St. John's Poet Laureate

Terms of Reference

Overview:

The position of Poet Laureate is an honour bestowed by the City as a way of acknowledging and celebrating poets, poetry and their value and contribution to civic life. Through the Poet Laureate the City recognizes poetry, and all art, as a fundamental and necessary component of society. The City of St. John's Poet Laureate will act as an ambassador for poetry and by doing so will integrate poetry into a range of official and unofficial civic events.

Term:

The Poet Laureate will serve for two years with the possibility of extension for an additional two-year term, if recommended by the Arts and Culture Advisory Committee.

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The duties of the Poet Laureate will be kept deliberately modest in order to leave incumbents free to concentrate on their own projects. The Poet Laureate will be responsible to shape the position according to priorities agreed upon in consultation with the City of St. John's. Their duties will include:

- Contribute high quality, imaginative, and insightful work to appropriate public functions by reading or reciting their own or others' work, including:
 - Compose and present poems within the widest possible scope about the City's history, culture, landscape, and life for official City events and occasions at least once a year to City Council during National Poetry Month (April) and at a minimum of four other official Municipal events to be determined annually in coordination with relevant municipal staff;
 - In addition, participate in various other events as required;
- Invite other poets to read their work at various events;
- Raise the profile of the City's poetry community both locally and farther afield;
- Provide advice to the Arts and Culture Advisory Committee on issues pertaining to literature, poetry, and the status of writers;
- Attend meetings of the Arts and Culture Advisory Committee at least once annually, to report on their experience and activities as Poet Laureate;
- Liaise with municipal staff on a regular basis, including providing a written report on their experience as Poet Laureate at the conclusion of their term.

The City offers an honorarium of \$5,000 annually and office/administrative support, (i.e. a mailing address and support for routine office tasks such as correspondence, booking meeting rooms etc.). The City will promote the Poet Laureate's work through its regular communication channels.