



# LUCAS COUNTY POET LAUREATE NOMINATION GUIDELINES

A program of Lucas County Commissioners in partnership with The Arts Commission

## Nomination Deadline

**JUNE 19, 2026**

The Lucas County Poet Laureate has the opportunity to foster the art of poetry, encourage literacy and learning, address central issues relating to the humanities and heritage, encourage the reading and writing of poetry across the county, and foster diversity, equity, and inclusion through literary engagement locally and throughout the county.

The Lucas County Poet Laureate will be expected to undertake one significant project during his, her, or their term. This may include a reading or writing workshop series, visiting poet programming, publication of print or online periodicals, new partnerships with schools or community groups, or other innovative programming that increases access to the reading, writing, and enjoyment of poetry. Significant projects will be determined by the poet laureate in collaboration with Lucas County Commissioners and The Arts Commission.

The Lucas County Poet Laureate will also engage in a variety of ceremonial duties, including public readings and addresses for significant community, cultural, and civic development events.

This document details the necessary details of the position and nomination form. However, the nomination process is open, equitable, and all serious Lucas County writers are encouraged to apply.

## Term Of Service

Each Lucas County Poet Laureate will serve for one two-year term. The sitting Poet Laureate may be nominated for a continuation of their term, not to exceed two





consecutive terms (4 years total in one lifetime)<sup>1</sup>. Terms shall begin on September first of each year and expire on August 31 of the second year (September 1, 2026 - August 31, 2028).

## Who May Apply

The Lucas County Commissioners and its partners encourage all eligible candidates to self-nominate and for members of the public to nominate eligible candidates. The Lucas County Commissioners and its partners comply with all local, state, and federal laws and regulations concerning civil and human rights, including processes and practices free of discrimination based on race, gender, color, religion, national origin, disability, sexual orientation, gender identity, military status, or age. All residents of Lucas County are eligible for nomination, excluding employees of the Lucas County Commissioners and members of the nomination review and selection committees and their immediate families. Community Advisory Panel members invited to submit input on the nomination process and Poet Laureate program are eligible for nomination<sup>2</sup>.

## Nomination Guidelines

All Lucas County Poet Laureate Nominees must:

- Be at least 18 years of age
- Have been a Lucas County resident for one year prior to the nomination deadline
- Remain a Lucas County resident through the Poet Laureate two-year term
- Have a demonstrable body of work showing excellent skills in the writing, reading, and/or performance of poetry in any form

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<sup>1</sup> County Commissioners, in agreement with Nomination Selection Committee members (including Arts Commission staff) may offer a second term to the sitting Laureate. In this instance, a public nomination process will not take place.

<sup>2</sup> Community Advisory Panels may be convened at the will of the Nomination Committee to invite local literary, cultural, and community leaders to review the nomination process, submission guidelines, and program deliverables to ensure a) relevancy of the program to the community, b) processes and practices are diverse, equitable, inclusive, and transparent, and c) public awareness of and promotion for the program.



- Provide evidence of achievement in the art of poetry, a) including a body of publicly accessible works (e.g. print and/or digital publication, audio and/or video recording, streaming, and other means of publication), b) also including significant recognition or awards for contributions to poetry
- Demonstrate excellence in promoting awareness of and engaging the public in enjoyment of poetry
- Be able to reach and serve a county-wide audience (in-personal and virtual)
- Agree to conditions for the term of the appointment
- Demonstrated ability to work independently and manage own schedule

## Nomination Requirements

1. Complete online nomination form (self-nomination or nominated by others)
  2. A resume or curriculum vitae, not to exceed three (3) pages
  3. A work sample, including up to five (5) poems and not more than ten (10) pages (or a comparable amount of recorded time), including a notation regarding the poet's two (2) best works from of the five, accompanied by a one-paragraph statement that articulates why these represent the poet's best work.
  4. A narrative describing the poet's interest in the Poet Laureate position and what they hope to achieve during their first term, not to exceed one (1) page
- All submissions in writing will be formatted to fit 8 ½" x 11" paper, in 12 point font (Times New Roman, Arial, or comparable fonts) with one-inch margins on all sides.
  - The work sample must include a cover sheet with the poet's name and a list of poetry titles. Author name should be included in the footer on all submission pages. Cover sheet should note significant reading or performance achievements and awards for merit. In the event the author is submitting portfolio work based on recorded content, links to audio and video should be included where work can be streamed free of charge.



## Selection Process

1. The Lucas County Poet Laureate Nomination Committee, as seated by the Lucas County Commissioners, will include representatives from The Arts Commission, at least one former Lucas County Poet Laureate, and other members of the community. The Committee will review all submitted nominations and select at least three (3) and not more than five (5) semi-finalists
2. Semi-finalists will be referred to the Lucas County Commissioners for further review and/or follow-up interviews at their discretion
3. Lucas County Poet Laureate will be selected by unanimous consent of the Lucas County Commissioners
4. The Poet Laureate will be notified when the Commissioners' decision has been made (notifications to those not selected will be sent in advance of public announcement)

## Recognition

- The Lucas County Commissioners, or an official designee, along with leadership representatives of The Arts Commission, and the outgoing Poet Laureate will announce the Poet Laureate with an official declaration of recognition during a future session of the Commissioners' Public Hearing
- The Arts Commission will provide on-site working space for the Poet Laureate, and work with programs and marketing staff to host readings, workshops, and events. The Arts Commission will support marketing and media coverage for the duration of the term
- Although the Poet Laureate position is voluntary, The Lucas County Poet Laureate will receive a \$5,000 honorarium for each year of service (\$10,000 total for a two-year term). This honorarium is to be used at the poet's discretion and is intended to defray costs of associated travel expenses and serve to acknowledge and recognize the Poet Laureate's time and talents, as well as to support opportunities to hone and develop craft through residencies or other professional or artistic development





- Poet Laureates will be invited to work with staff of Lucas County Commissioners and The Arts Commission to facilitate relationships and partnerships with area civic partners, organizations, and other entities to increase access and programming opportunities unique to each Poet Laureate and their goals. Entities may include local municipal governments, museums, nonprofit organizations, arts and entertainment venues, and universities and educational institutions.

## Expectations of the Position

The Lucas County Poet Laureate is expected to:

- Contribute to the growth and awareness of poetry throughout Lucas County
- Lead one (1) significant project unique to the individual that will inform future Poet Laureate programming and/or act as an archive of the Poet Laureate's influence or experience
- Present annual report to Lucas County Commissioners to be documented in public minutes; complete final reflection paper and/or audio or video recording at the conclusion of the term
- Attend statewide literary events and educational programs as schedule permits, including engagement with Ohio Poet Laureate
- Contribute one (1) significant work developed during Poet Laureate term for public archives of the program
- Assist in the transition of the succeeding Lucas County Poet Laureate





## Timeline

May 19	Call for Nominations Opens
June 19	Nomination Deadline
June 22-24	Initial reading period to determine validation of submissions (submissions not meeting criteria will not be considered)
June 26	Deadline for Nomination Committee to receive submissions
July 3	Deadline for Nomination Committee to send semi-finalist recommendations to Commissioners
August 7	Deadline for Commissioners to select finalist (additional interviews initiated by Commissioners may take place during this time)
August 14	Deadline for all nominees not selected to be notified
August 28	Deadline for Commissioners meeting and public announcement date and additional ceremonies to be planned (i.e. dates secured, official declaration copy finalized, printed, and framed, press release finalized, September meeting and announcement date/agenda confirmed and published to public)

## How to Submit

All serious Lucas County writers are invited to self-nominate or nominate others. No hard copy applications will be accepted at this time. For additional information visit [theartscommission.org](http://theartscommission.org).

The direct application link can be found at <https://artscommission.grantplatform.com/>

