

Margaret Regan Writer in Residence Schedule & Programs

Hello,

I am writing to start a conversation about the programming and consultation schedule for your upcoming role as Writer in Residence for the Pima County Public Library. We are getting ready to work on facilities scheduling, outreach, and advertising to celebrate and promote your time with us. Would it be possible to get your thoughts on the items below by **Monday, January 6th**?

You are scheduled to facilitate a 1-hour program at the Tucson Festival of Books on **Sunday, March 15, from 11:30am-12:30pm**.

We need to schedule two more programs between February and April. Each program can be one to two hours, and should be interactive, so that writers can participate in one or more aspects of the writing process.

Finally, do you have a high-resolution headshot photograph that we can use in our promotional materials? If not, we can arrange for the County photographer to take one in the coming weeks.

Program 1: Tucson Festival of Books

Program title:

Program description:

Date and time: Sunday, March 15, 11:30am-12:30pm

Location: Tucson Festival of Books, specific location TBD

Ideal room set-up:

Supplies or special requests:

Program 2

Program title:

Program description:

Date and time:

Location:

Ideal room set-up:

Supplies or special requests:

Program 3

Program title:

Program description:

Date and time:

Location:

Ideal room set-up:

Supplies or special requests:

Which library (or libraries) would you like to use for your Residency?

One-on-one consultations (5 of 16 hours per week)

Library location(s):

Days and times:

Your reserved work hours

Library location(s):

Days and times: