

EEO PUBLIC FILE REPORT

FOR

KUNI/KHKE FM RADIO

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KUNI/KHKE FM

Licensed to: The University of Northern Iowa, Cedar Falls, Iowa

October 1, 2014 – September 30, 2015

The report below lists all full-time vacancies filled during the reporting period.

All full-time positions are posted on the Iowa Public Radio website: <http://iowapublicradio.org/careers-ipr>.

Mailing Address:

Communication Arts Center 322
University of Northern Iowa
Cedar Falls, IA 50614-0359

Telephone Number: 515-725-1705
Contact Person: Kelly Edmister
E-mail Address: kedmister@iowapublicradio.org

<u>Job Title</u>	<u>Total Interviewed</u>	<u>Interviewees Source of Referral</u>	<u>Selected Hire Source of Referral</u>	<u>Recruitment Sources Utilized, From Attachment A</u>
IT Specialist	6	On-Air Announcements (2), Friend referral (2), Indeed.com (2)	Friend referral	1 – 6, 8, 9, 11, 14, 16 – 22, 25, 28, 29, 31
Radio Broadcast Engineer	3	Iowa Public Radio website (2), Society of Broadcast Engineers (1)	Iowa Public Radio website	1 – 4, 6, 7, 9 – 11, 13, 14, 17 – 19, 22 – 31

**KUNI/KHKE FM
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Attachment "A"**

Recruitment Sources used for Full-Time Job Openings:

1. Iowa Public Radio On-Air Announcements
2022 Communications Bldg.
Ames, IA 50011
515-294-8518
Contact: Renee Albright

Total interviewees for reporting period: 2

3. Current Employee Referrals
E-mail to all staff announcing the open position and encouraging them to recruit

Total interviewees for reporting period: 0

5. Corridor Business Journal
845 Quarry Rd.
Coralville, IA 52241
319-887-2251
www.corridorbusiness.com

Total interviewees for reporting period: 0

7. Current Magazine
6930 Carroll Ave., Suite 350
Takoma Park, MD 20912
301-270-7240, ext. 36

Total interviewees for reporting period: 0

9. Dual Career Network
616 Jefferson Building
Iowa City, IA 52242
319-335-3524
Contact: Heidi McLaughlin

Total interviewees for reporting period: 0

2. Iowa Public Radio Website
2111 Grand Avenue
Suite 100
Des Moines, IA 50312
515-725-1707
Contact: Matt Sieren
www.iowapublicradio.org
Total interviewees for reporting period: 2

4. Central College
812 University Street
Pella, IA 50219-1999
877-462-3687
www.central.edu
Total interviewees for reporting period: 0

6. Corporation for Public Broadcasting Website
<http://www.cpb.org/jobline/>
401 Ninth Street, NW
Washington, DC 20004-2129
202-879-9600
Total interviewees for reporting period: 0

8. Drake University
2507 University Avenue
Des Moines, IA 50311-4505
515-271-2011
www.drake.edu
Total interviewees for reporting period: 0

10. Dubnet list serve
Contact: Jason Burns
Total interviewees for reporting period: 0

11. Filipino-American Association of Iowa
Contact: Alma Reed
<http://www.filamofiowa.com/index.php>
Total interviewees for reporting period: 0
12. Friend and family referrals
NOTE: Non-IPR recruiting source. Applicants were referred to available positions through friends that heard of the opportunity.
Total interviewees for reporting period: 2
13. Grand View University
1200 Grandview Avenue
Des Moines, IA 50316-1529
515-263-2800
www.gvc.edu
Total interviewees for reporting period: 0
14. Hawkeye Community College
844 W. 4th St.
Waterloo, IA 50702
319-296-2320
www.hawkeyecollege.edu
Total interviewees for reporting period: 0
15. Indeed.com
NOTE: Non-IPR recruiting source. Company collects available jobs and posts on their site.
Total interviewees for reporting period: 2
16. Indian Hills Community College
525 Grandview Ave
Ottumwa, IA 52501
641-683-5111
www.indianhills.edu
Total interviewees for reporting period: 0
17. Iowa Broadcasters Association
PO Box 71186
Des Moines, IA 50325
515-224-7237
Contact: Sue Toma
<http://iowabroadcasters.com/>
Total interviewees for reporting period: 0
18. Iowa College Recruiting Network
10 Merrill Park Circle, Suite B
Grinnell, IA 50012
515-867-6890
Contact: Valorie Larsson
<http://recruitiowagrads.com/>
Total interviewees for reporting period: 0
19. Iowa State University Career Services
1320 Gerdin Business Building
Ames, IA 50011
<https://ecms.eng.iastate.edu/employers/>
Total interviewees for reporting period: 0
20. ITT Technical Institute – Cedar Rapids campus
3735 Queen Ct SW
Cedar Rapids, IA 52404
319-297-3400
http://www2.itt-tech.edu/it/campus/school.cfm?lloc_num=132
Total interviewees for reporting period: 0
21. ITT Technical Institute – Des Moines campus
1860 NW 118th St. #110
Clive, IA 50325
515-327-5500
http://www.itt-tech.edu/campus/school.cfm?lloc_num=117
Total interviewees for reporting period: 0
22. Kirkwood Community College
6301 Kirkwood Blvd. SW
Cedar Rapids, IA 52404
319-398-5411
<http://www.kirkwood.edu/>
Total interviewees for reporting period: 0

23. PubTech list serve
Contact: Steve Schoon/Jason Burns

Total interviewees for reporting period: 0

25. Society of Broadcast Engineers
9102 North Meridian Street
Suite 150
Indianapolis, IN 46260
317-846-9000
www.sbe.org

Total interviewees for reporting period: 1

27. University of Iowa Career Services
100 Pomerantz Center, Suite C310
Iowa City, IA 52242
319-335-1023
<http://uiowa-csm.symplicity.com//employers>

Total interviewees for reporting period: 0

29. University of Wisconsin Platteville
Tower 610
1 University Plaza
Platteville, WI 53818
608-342-1627
<http://www.uwplatt.edu/>
Contact: Becky Troy

Total interviewees for reporting period: 0

31. Wartburg College
100 Wartburg Blvd.
Waverly, IA 50677
319-352-8615
<http://wartburg-csm.symplicity.com//employers>

Total interviewees for reporting period: 0

24. Simpson College
701 North C Street
Indianola, IA 50125
515-961-6251

<https://simpson-csm.symplicity.com/>

Total interviewees for reporting period: 0

26. Society of Broadcast Engineers – Chapter 109
4106 SE 22nd St.
Des Moines, IA 50320
515-247-8866
kdrewes@hearst.com

Total interviewees for reporting period: 0

28. University of Northern Iowa
102 Gilchrist Hall
Cedar Falls, IA 50614-0384
319-273-6857
<http://www.uni.edu/careerservices/>

Total interviewees for reporting period: 0

30. Vision Maker Media
1800 N. 33 St
Lincoln, NE 68503
402-472-3522
Contact: Shirley Sneve
<http://www.nativetelecom.org/>

Total interviewees for reporting period: 0

Total interviewees for reporting period: 9

**KUNI/KHKE FM
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Attachment "B"**

KUNI/KHKE FM has engaged in the following outreach activities as covered during the term of this report:

Type of Activity	Description
<p style="text-align: center;">(i) Job Fair Participation –</p> <p>In two years' time: Participation in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions</p>	<p>KUNI/KHKE FM participated in the September 22, 2015 Iowa State University Greenlee School of Journalism Jump-Start Internship and Job Fair career fair, presenting professional opportunities in public radio and raising general awareness of the organization among young professionals.</p> <p>KUNI/KHKE FM participated in the September 30, 2015 Iowa State University College of Humanities and Sciences and Liberal Arts and Sciences career fair, presenting professional opportunities in public radio and raising general awareness of the organization among young professionals.</p>
<p style="text-align: center;">(iv) Participation in community group events –</p> <p>In two years' time: Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops, and similar activities</p>	<p>On October 4 & 5, 2014, <i>Studio One Tracks</i> host Mark Simmet participated in a panel discussion about how artists can submit their music to help guarantee it is noticed by hosts and later played on-air. This event, which was presented by the Des Moines Music Coalition as part of its "Music University," was open to the public.</p> <p>On October 17, 2014, <i>All Things Considered</i> host Pat Blank served as a panelist for a workshop for Communications Studies students at the University of Northern Iowa. As part of the workshop, she provided training for newsroom beginners with other media professionals. During this, she also discussed employment in journalism and media.</p> <p>On June 19, 2015, Technical Producer Phil Maass hosted a group of Head Start students (students who may otherwise not be exposed to as many academic and special interests education opportunities) in the studios. During the time, Maass discussed careers in public media, showed some basic recording skills, and recorded the students in the studios, allowing them to hear themselves "on air."</p>

<p>(v) Internship Program –</p> <p>In two years’ time: Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment</p>	<p>KUNI/KHKE FM continued its internship program, opportunities in the following departments: music and news reporting. The internship program works with students at the University of Northern Iowa, offering skills-developing internships that have prepared students for employment after college. Several students that have participated in this program have later begun successful careers in public media.</p> <p>To highlight one internship from this past year, in the music department, one student assisted one of the Classical hosts with preparing marketing materials around locally produced Classical specials. This individual collected PR materials from different local organizations, researched pieces of music, compiled the PR and research, and prepared web posts around the production.</p> <p>In the past year 6 students participated in the internship program.</p>
<p>(viii) Training Programs –</p> <p>In two years’ time: Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions</p>	<p>KUNI/KHKE encourages its employees to participate in career-development opportunities, which include webinars, in-person training, and conference participation in areas of relevance to the employee and the employee’s work. This year, staff participated in several professional development training programs. A few of those programs are included as examples of how the station supports training for its employees.</p> <p>News staff participated in “<i>Morning Edition</i> Grad School” November 8, 2014, in Atlanta, Georgia. The training focused on hosting the national magazine with a local perspective, including how to have a strong local newscast, news interviews, and features. News staff that attended included Pat Blank.</p> <p>Music staff participated in “Cycle 5 – Intro to New Features – Content Features” March 11, 2015, via webinar. The presenting organization was NPR Digital Services. The training focused on posting techniques for online content, including the best approach to create a post, new options and add-ins for posts, and how to improve a post’s visibility. Music staff that participated included Mark Simmet.</p>

NOTE: The station employment unit is located in a market with a population of fewer than 250,000, and therefore is required to complete two long-term outreach activities every two years.