

**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, 2016 – September 30, 2017**

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>
Account Executive	2	Iowa Public Radio website (1); Current employee referrals (1)	Iowa Public Radio website	1 - 26

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Attachment "A"**

Recruitment Sources used for Full-Time Job Openings:

1. Iowa Public Radio On-Air Announcements  
1013 WOI Rd.  
Ames, IA 50011  
515-294-8518

**Total interviewees for reporting period: 0**

3. Current Employee Referrals  
E-mail to all staff announcing the open position and encouraging them to recruit.  
**Total interviewees for reporting period: 1**

5. Central College  
812 University Street  
Pella, IA 50219-1999  
877-462-3687  
[www.central.edu](http://www.central.edu)  
**Total interviewees for reporting period: 0**

7. Corridor Business Journal  
2345 Landon Rd., Ste. 100  
North Liberty, IA 52317  
319-665-6397  
**Total interviewees for reporting period: 0**

9. Dual Career Network  
616 Jefferson Building  
Iowa City, IA 52242  
319-335-3524  
Contact: Garry Klein  
**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**

2. Iowa Public Radio Website  
2111 Grand Avenue  
Suite 100  
Des Moines, IA 50312  
515-725-1707  
[www.iowapublicradio.org](http://www.iowapublicradio.org)  
**Total interviewees for reporting period: 1**

4. American Marketing Association of Iowa  
<http://www.amaiowa.com/default.asp>  
**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](http://www.drake.edu)  
**Total interviewees for reporting period: 0**

10. Facebook paid ads  
1 Hacker Way  
Menlo Park, CA 94025  
650-543-4800  
**Total interviewees for reporting period: 0**

12. Friend referrals  
NOTE: Non-IPR recruiting source. Applicants were referred to available positions through friends that heard of the opportunity.  
**Total interviewees for reporting period: 0**

13. Grand View University  
1200 Grandview Avenue  
Des Moines, IA 50316-1529  
515-263-2800  
[www.gvc.edu](http://www.gvc.edu)  
**Total interviewees for reporting period: 0**
14. Greater Public  
401 North 3<sup>rd</sup> Street, Suite 601  
Minneapolis, MN 55401  
800-454-2314  
**Total interviewees for reporting period: 0**
15. Greater Cedar Valley Alliance  
360 Westfield Ave. Ste. 200  
Waterloo, IA 50701  
319-232-1156  
**Total interviewees for reporting period: 0**
16. Grinnell College  
PO Box 805  
Grinnell, IA 50112  
641-269-4000  
<http://www.grinnell.edu/>  
**Total interviewees for reporting period: 0**
17. 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**
18. Iowa State University Career Services  
1320 Gerdin Business Building  
Ames, IA 50011  
<https://ecms.eng.iastate.edu/employers/>  
**Total interviewees for reporting period: 0**
19. PRADO list-serve  
[www.pradoweb.org](http://www.pradoweb.org)  
**Total interviewees for reporting period: 0**
20. Luther College  
700 College Dr.  
Decorah, IA 52101  
563-387-2000  
**Total interviewees for reporting period: 0**
21. Simpson College  
701 North C Street  
Indianola, IA 50125  
515-961-6251  
<https://simpson-csm.symlicity.com/>  
**Total interviewees for reporting period: 0**
22. University of Iowa Career Services  
100 Pomerantz Center, Suite C310  
Iowa City, IA 52242  
319-335-1023  
<http://uiowa-csm.symlicity.com//employers>  
**Total interviewees for reporting period: 0**
23. 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**
24. 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**
25. Vision Maker Media  
1800 N. 33 St  
Lincoln, NE 68503  
402-472-3522  
Contact: Shirley Sneve
26. Wartburg College  
100 Wartburg Blvd.  
Waverly, IA 50677  
319-352-8615  
<http://wartburg-csm.symlicity.com//employers>

<http://www.nativetelecom.org/>

**Total interviewees for reporting period: 0**

**Total interviewees for reporting period: 0**

**Grand total interviewees for reporting period: 2**

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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 participated in the February 15, 2017 Iowa State University Greenlee School of Journalism Jump-Start Internship and Job Fair career fair, presenting professional and internship opportunities in public radio and raising general awareness of the organization among young professionals.</p> <p>KUNI/KHKE participated in the September 26, 2017 Iowa State University Greenlee School of Journalism Jump-Start Internship and Job Fair career fair, presenting professional and internship 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 June 23, 2017, Classical Music Host Barney Sherman hosted a discussion as part of the Iowa City UNESCO City of Literature/MusicIC Festival. The discussion explored connections between Beethoven’s Opus 132 String Quartet and T.S. Elliot’s poem, “Four Quartets.” Sherman’s emphasis was moderating the discussion and providing supporting input and knowledge throughout the conversation.</p> <p>On September 22, 2017, <i>All Things Considered</i> Host Pat Blank served as a panelist for the conversation “Ethics and Social Responsibility,” which was hosted by the Cedar Valley Conference on Ethics. The panelist conversation served as a forum for the exchange of ideas, research, and best practices in facilitating and supporting integrity in a variety of settings. Blanks contribution focused on ethics and social responsibility in broadcast journalism.</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 KUNI/KHKE supports training for its employees.</p> <p>IT Specialist William Wallin attended the National Association of Broadcasters (NAB) annual training and conference, which occurred April 22 – 27, 2017. Conference sessions that Wallin attended included discussions about new audio encoding, integration of IP-based systems into a radio network, and managing a radio network’s IP-based infrastructure. Wallin’s knowledge will improve how he completes his work for the station, also improving its technology and operating infrastructure.</p> <p>Engineer Keaton Scovel and Engineering Services Manager Steve Schoon participated in an engineering safety webinar hosted by Nautel. The webinar occurred July 13, 2017, and was titled “Tips n Tricks: How to Not Blow Stuff Up.” The webinar focused on safely working with radio and transmitter equipment. Both engineers gained valuable knowledge about operating and troubleshooting various broadcast equipment safely.</p> <p>Engineer Keaton Scovel participated in several engineering webinars, presented by the Society of Broadcast Engineers. The webinars were part of a series titled “RF 101: Broadcast Terrestrial Transmission Systems Course,” and took place January 26, March 2, April 13, May 18, June 15, July 20, August 24, and September 21, 2017. The series increased Scovel’s knowledge of broadcasting systems and configurations, and have helped him perform the roles of his position more effectively.</p>
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*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.*