

2018 ANNUAL EEO PUBLIC FILE REPORT
University Corporation at Monterey Bay

Station(s):	KAZU (FM)
Community(ies) of License:	Pacific Grove, California
Reporting Period:	August 1, 2017 – July 31, 2018
No. of Full-time Employees:	9
Small Market Exemption:	No

During the Reporting Period, a total of two full time positions were filled. The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

INITIATIVES

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

<i>Established an internship program designed to assist members of the community to acquire skills needed for broadcast employment.</i>	General Manager oversees CSUMB Student Interns: 02/06/15 – 05/31/18; Intern – Special Events 03/20/17 – 01/31/18; Intern – Special Events 05/03/17 – present; Intern – Graphic Design 04/15/17 – present; Intern – Graphic Design 08/15/16 – present; Intern – Business & Membership 12/1/17 – present; Intern – Production
<i>Participated in job banks, internet programs, and other programs designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies).</i>	Listed with Corporation for Public Broadcasting job bank.
<i>Established training programs designed to enable station personnel to acquire skills that could qualify them or higher level positions.</i>	5/21/2018 – 6/5/18 – News Reporter worked with vocal coach Marilyn Pittman to improve voice for reporting stories and hosting. Marilyn taught the techniques of her "voicing toolbox" and offered specific ways to make our reporter/host sound clear, comfortable and strong. 6/22/18 – Membership Director attended the Association of Fundraising Professionals Monterey Bay Chapter Summer Summit in Monterey, CA. The APF Summer Summit consists of workshops,

lectures, networking and mentoring opportunities and professional support for Fundraising Professionals.

6/20/18 – 6/23/18 – News Reporter attended Public Radio News Directors Incorporated Annual Conference in Philadelphia, PA.

The PRNDI conference is an annual gathering of public media journalists. Our News Reporter attended a two day Fundamentals training workshop. She participated in sessions to develop strong researching, story visioning, writing, fact-checking and interviewing skills

7/10/2018 – 7/13/2018 Membership Director and Underwriting Specialist attended PMDMC Conference in Chicago, IL.

The PMDMC (Public Media Development and Marketing Conference) is public media's largest conference devoted to issues surrounding revenue generation, marketing, and management.

*Established a **mentoring** program for station personnel.*

6/20/2017 – Present: Membership Director participated in an internship with a PRADO Mentor.

PRADO (Public Radio Association of Development Officers) matches experienced public radio development officers (mentors) with new development officers (mentees) to improve and expand the leadership, interpersonal and communication skills of both mentor and mentee.

*Provided **training to management level personnel** on methods of ensuring equal employment opportunity and prevent discrimination.*

The following employees by title participated in non-discrimination training programs:

Aug 2017 – June 2018; Underwriting Specialist, Membership Director, News Reporter, and Technical Operations Chief completed a course on *Gender & Sexual Orientation at Work (AB 1825 Booster)*. Business Manager, Underwriting Specialist and Membership Director completed a course on *Supervisor Anti-Harassment (CA-13A)*

LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
08/30/17	Underwriting Specialist	Indeed
04/04/18	News Reporter	Employee Referral

INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period: 6

Recruitment Sources Used in Reporting Period	Number of Persons Interviewed that the Source Referred
Corporation for Public Broadcasting (CPB Jobline)	1
Craigslist	0
Higher Education Recruitment Consortium	0
CalJobs	0
Higher Education Jobs.com	0
Workforce Santa Cruz County	0
Workforce Monterey County	0
Cabrillo College Career Center	0
University of California Santa Cruz, Career Center	0
San Jose State University Career Center	0
Cal Poly, San Luis Obispo Career Center	0
USC Career Center	0
University of Santa Barbara Career Center	0
University of San Diego Career Center	0
University of California Los Angeles Career Center	0
University of California Merced Career Center	0
University of California Berkeley Career Center	0
University of California Davis Career Center	0
University of California Irvine Career Center	0
University of California Riverside Career Center	0
Monterey County Herald	0
CSU Careers	0
CSUMB Jobs	1
Employee Referral	1
Indeed	3

RECRUITING SOURCES USED

Job Title of Position: Underwriting Specialist Date of Hire: 08/30/17

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Corporation for Public Broadcasting/CPB Job Line	N	401 9th St. NW Washington, DC 20004	N/A	Posting online at http://www.cpb.org/jobline/ 202-879-9600
Craigslist	N	http://monterey.craigslist.org/	N/A	Posting online at http://monterey.craigslist.org/
Higher Education Recruitment Consortium	N	http://www.norcalherc.org	N/A	Posting online at http://www.norcalherc.org 888-491-8833 Ext 4
Employment Development Department of the State of California/CalJobs	N	Monterey County One Stop Career Center 1760 Fremont Boulevard, Suite D2 Seaside, CA 93955	N/A	Posting online at http://www.caljobs.ca.gov/ 831-899-8236
Higher Ed Jobs.com	N	HigherEdJobs 328 Innovation Boulevard, Suite 235 State College, PA 16803	N/A	Posting online at https://www.higheredjobs.com/employers/login.cfm 814-861-3080
Workforce Santa Cruz County	N	350 Encinal Street, Santa Cruz, CA 95060	N/A	Posting online at https://www.santacruzvcc.com/loginintro.asp 831-423-8611
Cabrillo College Career Center	N	6500 Soquel Avenue Aptos, CA 95003	N/A	Posting online at https://www.cabrillo.edu/services/jobs/ 831-479-6413
University of California Santa Cruz, Career Ctr.	N	1156 High Street Santa Cruz, CA 95064	N/A	Posting online at http://careers.ucsc.edu/ 831-459-4420
San Jose State University Career Center	N	1 Washington Square San José, CA 5192-0032	N/A	Posting online at https://sjsu-csm.symplicity.com/ 408-924-6031
Cal Poly, San Luis Obispo Career Center	N	1 Grand Avenue San Luis Obispo, CA 93405	N/A	Posting online at http://www.careerservices.calpoly.edu/ 805-756-2501
USC Career Center	N	Student Union 110 Los Angeles, CA 90089	N/A	Posting online at http://careers.usc.edu/home

				213-740-9111
University of Santa Barbara Career Center	N	Career Services Bldg. 599. MC-7140 Santa Barbara, CA 93106	N/A	Posting online at http://ucsb-csm.symplicity.com/employers/805-893-4412
University of San Diego Career Center	N	Hughes Center 110 5998 Alcalá Park San Diego, CA 92110	N/A	Posting online at http://ucsd-csm.symplicity.com/employers/619-260-4654
UCLA Career Center	N	501 Westwood Plaza (at Strathmore,) Floors Two and Three Los Angeles, CA 90095-1573	N/A	Posting online at http://ucla-csm.symplicity.com/employers/310-206-1915
UC Merced Center for Career and Professional Advancement	N	Student Services Building 5200 Lake Rd, Merced, CA 95340	N/A	Posting online at https://ucmerced-csm.symplicity.com/employers/index.php 209-228-7272
Career Center University of California, Berkeley	N	2440 Bancroft Way Berkeley, CA 94720-4350	N/A	Posting online at https://berkeley-csm.symplicity.com/employers/510-642-1716
UC Davis Internship and Career Center	N	1 Shields Ave, Davis, CA 95616	N/A	Posting online at https://ucdavis-csm.symplicity.com/employers/530-752-2855
UC Irvine Career Center	N	100 Student Services 1 Irvine, CA, 92697	N/A	Posting online at https://ucirvine-csm.symplicity.com/employers/949-824-6881
University of California, Riverside Career Center	N	Veitch Student Center 900 University Ave. Riverside, CA 92521	N/A	Posting online at https://ucr-csm.symplicity.com/employers/index.php 951-827-3631
Monterey County Weekly	N	668 Williams Ave. Seaside, CA 93955	Diane Glim	diane@mcweekly.com 831-394-5656 (x124)

* Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies.

RECRUITING SOURCES USED

Job Title of Position: News Reporter Date of Hire: 04/04/18

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Corporation for Public Broadcasting/CPB Job Line	N	401 9th St. NW Washington, DC 20004	N/A	Posting online at http://www.cpb.org/jobline/ 202-879-9600
Craigslist	N	http://monterey.craigslist.org/	N/A	Posting online at http://monterey.craigslist.org/
Higher Education Recruitment Consortium	N	http://www.norcalherc.org	N/A	Posting online at http://www.norcalherc.org 888-491-8833 Ext 4
Employment Development Department of the State of California/CalJobs	N	Monterey County One Stop Career Center 1760 Fremont Boulevard, Suite D2 Seaside, CA 93955	N/A	Posting online at http://www.caljobs.ca.gov/ 831-899-8236
Higher Ed Jobs.com	N	HigherEdJobs 328 Innovation Boulevard, Suite 235 State College, PA 16803	N/A	Posting online at https://www.higheredjobs.com/employers/login.cfm 814-861-3080
Workforce Santa Cruz County	N	350 Encinal Street, Santa Cruz, CA 95060	N/A	Posting online at https://www.santacruzvcc.com/loginintro.asp 831-423-8611
Cabrillo College Career Center	N	6500 Soquel Avenue Aptos, CA 95003	N/A	Posting online at https://www.cabrillo.edu/services/jobs/ 831-479-6413
University of California Santa Cruz, Career Ctr.	N	1156 High Street Santa Cruz, CA 95064	N/A	Posting online at http://careers.ucsc.edu/ 831-459-4420
San Jose State University Career Center	N	1 Washington Square San José, CA 5192-0032	N/A	Posting online at https://sjsu-csm.symplicity.com/ 408-924-6031
Cal Poly, San Luis Obispo Career Center	N	1 Grand Avenue San Luis Obispo, CA 93405	N/A	Posting online at http://www.careerservices.calpoly.edu/ 805-756-2501
USC Career Center	N	Student Union 110 Los Angeles, CA 90089	N/A	Posting online at http://careers.usc.edu/home

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University of Santa Barbara Career Center	N	Career Services Bldg. 599. MC-7140 Santa Barbara, CA 93106	N/A	Posting online at http://ucsb-csm.symplicity.com/employers/805-893-4412
University of San Diego Career Center	N	Hughes Center 110 5998 Alcalá Park San Diego, CA 92110	N/A	Posting online at http://ucsd-csm.symplicity.com/employers/619-260-4654
UCLA Career Center	N	501 Westwood Plaza (at Strathmore,) Floors Two and Three Los Angeles, CA 90095-1573	N/A	Posting online at http://ucla-csm.symplicity.com/employers/310-206-1915
UC Merced Center for Career and Professional Advancement	N	Student Services Building 5200 Lake Rd, Merced, CA 95340	N/A	Posting online at https://ucmerced-csm.symplicity.com/employers/index.php 209-228-7272
Career Center University of California, Berkeley	N	2440 Bancroft Way Berkeley, CA 94720-4350	N/A	Posting online at https://berkeley-csm.symplicity.com/employers/510-642-1716
UC Davis Internship and Career Center	N	1 Shields Ave, Davis, CA 95616	N/A	Posting online at https://ucdavis-csm.symplicity.com/employers/530-752-2855
UC Irvine Career Center	N	100 Student Services 1 Irvine, CA, 92697	N/A	Posting online at https://ucirvine-csm.symplicity.com/employers/949-824-6881
University of California, Riverside Career Center	N	Veitch Student Center 900 University Ave. Riverside, CA 92521	N/A	Posting online at https://ucr-csm.symplicity.com/employers/index.php 951-827-3631
Monterey County Weekly	N	668 Williams Ave. Seaside, CA 93955	Diane Glim	diane@mcweekly.com 831-394-5656 (x124)

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