

**KNBA 90.3 FM, Anchorage, Alaska**  
**EEO PUBLIC FILE REPORT**  
(October 1, 2016 – Sept 30, 2017)

**RECRUITMENT SOURCES USED FOR FULL-TIME VACANCIES**

*Appendix A:* includes a list of recruitment sources, indicating name, address, contact person and telephone number of each.

**FULL-TIME POSITIONS FILLED; RECRUITMENT SOURCES USED [Hiree Source]**

**TOTAL INTERVIEWEES FOR FULL-TIME POSITIONS**

**NUMBER OF INTERVIEWEE REFERRALS FROM SOURCES USED**

**SUPPLEMENTAL OUTREACH ACTIVITIES**

*Appendix B* contains a brief description of activities from the FCC Menu of outreach initiatives undertaken during the reporting period, including station personnel involved in the activities.

**LIST OF RECRUITMENT SOURCES  
(October 1, 2016 - September 30, 2017)**

No.	Source (name, contact person, address, telephone)	No.	Source (name, contact person, address, telephone)
1.	<b>Alaska Public Broadcasting:</b> Kim Pigg ( <a href="http://stations.cpb.org/jobline/">http://stations.cpb.org/jobline/</a> )	11.	<b>Alaska Native Professional Association</b> – Have to be a chamber member - \$135.00 per year
2.	Foraker Group website <a href="http://www.forakergroup.org">www.forakergroup.org</a>	12.	<b>Craigslist</b> – Marketing – Anchorage – Carol Craigslist.org
3.	<b>CITC HR</b> Robin Summey, HR Specialist: rsummey@citc.org	13.	AFP Alaska Job Center page at <a href="http://afpalaska.afpnet.org/Career/JobList.cfm?navItemNumber=5350">http://afpalaska.afpnet.org/Career/JobList.cfm?navItemNumber=5350</a> (Thea will need to post)
4.	Community Advisory Board Members & KNBA Staff to Share - Loren		
5.	<b>Alaska Broadcasters Association:</b> - Career page Cathy Heibert <akbagold@gci.net>		
6.	National Federation of community Broadcaster: attn.: Sally Kane for listerv distribution: skane@nfcfb.org		
7.	<b>CIRI</b> Human resources Fax 263-5508		
8.	<b>AMA AK Chapter</b> – <a href="http://amaalaska.org">amaalaska.org</a> – Search Jobs – Post Jobs Cost - \$35.00 for 30 Days		
9.	<b>Indeed</b> – Cost per application received - Carol		
10.	KNBA Website and Facebook page (boosted post) – Carol		

**Supplemental Outreach Initiatives**  
(October 1, 2016 -September 30, 2017)

**FCC Menu Categories**

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organization in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting got job candidates who might otherwise be unaware of such opportunities.

Category	Brief Description of Activity, Including Date(s) and Staff Involved
5	Upgraded intern program at KNBA to have one position focus on broadcast production and content creation, second position to focus on Social Media management and analysis. KNBA Intern program partners with TCF and CITC to fill both positions; Added spring intern placed by Employment Solutions Alaska (Lynne Sauve). KBC COO and KNBA Director of Programming & Operations. Jan 1 – Aug. 30.
16	Held workshop for youth producers to train in interviewing and producing broadcast content. Held at annual AFN Elders & Youth convention (FBX, Oct. 17 – 20). KBC CEO, National News Director, Web stream producer/content manager.
6	Participation in the job network links with the following recruitment sources: Corporation for Public Broadcasting Stations Job line, National Public Radio Native American Journalists Association, Alaska Native Professional Association, American Indian Radio on Satellite, National Federation of Community Broadcasters and Alaska Broadcasters Association // Human Resource Liaison. Year round.
4	1. AFN convention. KNBA information table, sharing volunteer and broadcast opportunities. (Oct. 20-22 ) 2. CIRI Friendship potlatch. Anchorage. Promoting volunteer & intern opportunities in broadcasting. Director of Programming, Senior Resource Development Specialist, (October 16) 3. SouthCentral Foundation annual Gathering. Attended with marketing booth promoting volunteer & Intern opportunities in broadcasting at the radio station. Director of Programming & Operations, Operations Coordinator. (February 4) 4. CITC Schoolyard Radio weeklong workshop with students. Operations Coordinator. (June)