

2016 ANNUAL EEO PUBLIC FILE REPORT

Period Covered by this Report: December 1, 2015 through November 30, 2016

Stations comprising EEO Employment Unit: KUFM-FM and KUFM-TV, Missoula MT, licensed to the University of Montana.

Full-time vacancies filled during period: One (1)

Part-time vacancies filled during period: One (1)

Total number of persons interviewed for all full-time vacancies filled during period: Six (6)

Position Title: Flathead Valley Reporter (Media Programmer)

Position Number: 061870

SilkroadOpenHire: 1463-254

Part-time (0.5 FTE)

Posted: 2/11/16

- Recruitment or referral sources used to seek candidates for vacancy
 - Generated directly by University of Montana, Human Resource Services, Recruitment Office, Tony Layton 406-243-5707
 - University of Montana Website <https://umjobs.silkroad.com/>
 - Missoula Job Service
 - HigherEdJobs.com
- Total number of candidates interviews for vacancy:
 - Two (2)
 - One (1) candidate declined interview upon contact
- Sources for Interviewed Candidates
 - University of Montana Website www.umt.edu/jobs
 - UM Jobs Facebook Page
- Hired Candidate Source
 - UM Jobs Facebook Page

Position Title: MUS Contract Professional - Director, Broadcast Media Center (1504-254)

Position Number: 010950

SilkroadOpenHire:1504-254

Full-time (1.0 FTE)

Posted: 4/8/16

- Recruitment or referral source used to seek candidates for vacancy

- Generated directly by University of Montana, Human Resource Services, Recruitment Office, Marcie Briggs 406-243-5706
 - University of Montana Website (<https://umjobs.silkroad.com/>)
 - Missoula Job Service
 - HigherEdJobs.com
 - University of Montana LinkedIn Company Page (<https://www.linkedin.com/company/the-university-of-montana>)
 - UM Jobs Facebook Page (https://www.facebook.com/UniversityOfMontanaJobs/?ref=aymt_homepage_panel)
 - UM Jobs Twitter account (<https://twitter.com/UMRecruitMsla>)

- The following sources were placed by Graystone Group Advertising on behalf of the University of Montana Recruitment Office. Hilary Lauer is the contact person at 2710 North Avenue, Suite 200, Bridgeport, CT 06604; Tel: 203-549-0060.
 - Missoulian + 30 days on Monster.com
 - Current.org

- Position was sourced directly by the search committee, chaired by Carey Shimek, 32 Campus Dr., Missoula, MT 59812. 406-243-5914
 - One-page flyer was created for committee members to send to contact

- Total number of candidates interviews for vacancy:
 - Seven (7) initial interviews
 - Four (4) Finalists to campus

- Sources for Interviewed Candidates
 - Word of Mouth or Employee Referral
 - HigherEdJobs.com
 - InsideHigherEdJobs.com
 - Indeed.com

- Hired Candidate Source
 - Word of Mouth or Employee Referral

Outreach activities during period: The market for the station employment unit has a population of fewer than 250,000 such that the stations are required to complete two outreach activities every two years.

- Hosting Welcome Feast and Volunteer/Job Fair

The University of Montana hosted Welcome Feast on September 2, 2016 and a Fall Student Employment/Volunteer Fair on September 13, 2016, and MTPR staffed a booth at both

events. Station staff passed out literature, discussed public radio, and answered questions about volunteer job opportunities and procedures at MTPR. Hundreds of student stopped by the booth at the Welcome Feast while an estimated 200 attendees stopped by during the student employment/volunteer fair.

- Events or Programs with Educational Institutions Relating to Broadcasting Careers Participation in Annual Career Fairs, Workshops, Tours and Public Discussions

MTPR sponsored a master class with Jad Abumrad, the acclaimed producer of the public radio program Radiolab, on October 23, 2016. The session was attended by 40 students and faculty of the University of Montana Journalism School as well as MTPR staff. Career development and direct skills in narrative storytelling on radio and podcast were the themes of the discussion.

- Communications Courses Taught at UM by Broadcast Media Center Staff

John Twiggs, KUFM-TV Television Producer, was an adjunct professor in the Univ. of Montana School of Journalism. In a class on television news documentary program production, Twiggs taught research, fact checking and confirmation, writing, interviewing, filming, and editing and mentored the students in the ethics and methods of television journalism and documentary film making. The finished student-produced program, *Aging Out: Autism in Montana*, aired on MontanaPBS in May 2016. Twiggs also taught a three-week intensive class on live sports announcing during January 2016 as well as teaching a video photography and editing class that is producing the next episode of the television program *Business: Made in Montana* that will air on MontanaPBS in 2017.

- Internship Program / Work Study / Student Scholarships

During the reporting period, the MTPR Radio News Department employed two part-time student employees who each worked 10 hours per week in the news department, including anchoring the evening news cast and doing story research and pre-interviewing. The student journalists gain experience in news reporting, news writing style and research under the guidance of the MTPR News Director, Eric Whitney. Eight part-time, non-work-study students were employed by the BMC in the areas of radio fund development and television production.

University of Montana School of Journalism students volunteered in various positions to help with election night coverage in late October and early November 2016 for MontanaPBS and Montana Public Radio. Students also assist during live pledge night presentations on MontanaPBS in March and November 2016.

Three students from the University of Montana School of Journalism assisted with production of a special location event for MontanaPBS and the program Backroads of

Montana. More than 200 fans of the program showed up at an event in Deer Lodge, MT. The full program will air on MontanaPBS in December.

A student was hired part-time to help research and coordinate artwork and still images for an upcoming MTPBS documentary on noted western artist Charles M. Russell.

A student was hired part-time to help with research for an upcoming 25th anniversary special for the award-winning MTBPS program *Backroads of Montana*.

The Broadcast Media Center presented two \$200 cash awards to outstanding students who assisted in BMC productions during the school year. The awards were presented to news department interns Bree Zender and Claire Burgeson during the annual University of Montana Journalism School banquet in April 2016.

- Scholarship Program

The Montana Broadcasters Association, of which KUFM-TV and MTPR are members, sponsored scholarships for students attending the University of Montana. The awards were presented at the annual University of Montana Journalism School banquet in April 2016.

- Training Programs for Station Personnel/Staff Training Courses for Upward Mobility

The University of Montana provides staff training courses throughout the year, including administrative management preparation, computer software and accounting courses. Broadcast Media Center staff members are encouraged to take advantage of these career-building opportunities.

Accounting associate and business manager Sue Ginn and BMC director Ray Ekness have participated in numerous accounting short courses offered by the University of Montana in 2016.

MTPR program director Michael Marsolek held a training session called "Radio Studio 101" as a refresher and training for new and current volunteer radio board operators on November 17, 2016. Four people participated in the training session.

Josh Burnham, Digital Strategy Specialist, participate in numerous online training sessions from NPR and Media Shift.

- Website Announcements

The Montana Public Radio (MTPR) and MontanaPBS websites carried announcements offering to send job vacancy notices to any entity requesting information about hiring opportunities at The University of Montana (UM) Broadcast Media Center. An email list is maintained for any job notices.