

2017 ANNUAL EEO PUBLIC FILE REPORT

Nevada System of Higher Education

Station:	KUNR, KNCC & KNCJ
Community of License:	Reno, Nevada
Reporting Period:	June 1, 2016 – May 31, 2017
No. of Full-time Employees:	11
Small Market Exemption:	No

During the Reporting Period, a total of 3 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):

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).

July 1-31, 2016

Emceed at the Artown concert held at Bartley Ranch in Reno, Nevada, helping to show KUNR's partnership with, and promotion for, the month-long Artown events.

June 16, 2016

KUNR's News Department, led by News Director Michelle Billman, hosted Reynolds School of Journalism professor Kari Barber and 24 of her journalism students on a tour of KUNR's broadcast studios and newsroom where they got to meet and ask questions of reporters and on-air hosts.

August 11, 2016 – August 13, 2016

Reporter attended the 2016 Asian American Journalists Association Convention in Las Vegas, Nevada held at Caesars Palace. The convention provided a series of workshops to expose journalists to databases which would aid them in their research, help them learn new skills and boost and produce better stories when on deadlines.

September 7, 2016

KUNR news staff met with Tristan Athone, a diversity fellow with the Reynolds School of Journalism to do a training session on best practices for promoting diversity in our newsroom and reporting on diverse populations.

*Established **training** programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.*

KUNR is committed to the training, development and advancement of all station staff. The station provides ongoing training to broadcast staff to advance digital editing, automation, troubleshooting and newsgathering skills.

KUNR continues to open opportunities for news staff, growing a news department by allowing news volunteers and interns to gain experience and then be considered for part-time paid positions. Currently KUNR has three part-time staff and two interns/paid students. Part-time staff then have the opportunity to apply for full-time openings as they become available.

PRNDI Conference, June 21-23, 2016

News director attended this national conference of the Public Radio News Directors and associated workshops in St. Louis, MO.

Internships: Fall Semester 2016

KUNR's News Department has continued to expand its internship program, giving journalism and other students the opportunity to learn, build skills and contribute their talents to the station and gain valuable media career experience via on-air, news, photography, video and other roles. Three interns were at KUNR for the fall semester.

Internships: Spring Semester 2017

KUNR's News Department has continued to expand its internship program, giving journalism and other students the opportunity to learn, build skills and contribute their talents to the station and gain valuable media career experience via on-air, news, photography, video and other roles. One intern, a student journalist and one volunteer were at KUNR for the spring semester.

2016-2017

KUNR worked to develop and train a volunteer into a part-time broadcaster and ultimately into a full-time reporter/host role.

January 7, 2017

Launched the Reno Youth Radio program in collaboration with the Washoe County School District. Up to 10 senior high school students from across the spectrum of different Washoe County schools to learn the techniques of broadcast journalism. They have added their younger, more diverse perspectives to the story content being produced in conjunction with KUNR.

*Participated in at least 4 **events** or **programs** sponsored by **educational** institutions relating to career opportunities in broadcasting.*

September 1, 2016

KUNR representatives attended the UNR Part-Time Internship Expo, organized by Internship & Employer Relations at UNR's Joe Crowley Student Union Ballroom to meet and discover talented students interested in volunteering or serving as interns in KUNR's newsroom, where they could work and gain exposure as reporters, copy writers and broadcasters. The expo had 1,157 participants and 113 employers attending the event.

February 9, 2017

KUNR staffed a booth at the Spring Career and Internship Expo in the ballrooms at the University of Nevada, Reno’s Joe Crowley Student Union. The event was attended by approximately 1,000 college students and recent graduates. KUNR provided information regarding public radio in general and specific internship opportunities in our newsroom for UNR students and volunteers.

March 3, 2016

KUNR staffed the station’s booth at the Career Fair sponsored by the College of Business and held at the Lawlor Events Center on the University of Nevada, Reno campus. The fair gave KUNR team members an opportunity to introduce themselves to several hundred students and potential interns and potentially discover future interested interns for its newsroom operations.

March 9, 2017

KUNR staff spoke at the Reynolds School of Journalism at classes throughout the day. Reporter spoke to an audio production class with roughly 70 students and to a media ethics class of roughly 40 students. News director spoke to a separate media ethics class of roughly 40 students.

Listed each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities.

KUNR listed the opening for its open positions with the following outlets: www.cpb.org; www.current.org and “Current” public media publication; www.diversitylink.com; www.greaterpublic.org; www.higheredjobs.com; www.insidehighered.com; www.kunr.org; www.latinosinhighered.com; www.nabjcareers.org – National Association of Black Journalists; www.nevadabroadcasters.org; www.newsreview.com/Reno; www.unrsearch.com; PRADO email list-serve

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

December 12, 2016

Ed Sutton of the Alternative Broadcast Inspection Program (ABIP) visited KUNR to review, inspect and give her editorial input on the organizational structure of KUNR’s current Public Files.

Various Required Training: Alcohol and Drug Testing Procedures, Evaluating Employee Performance, Handling Grievances, Sexual Harassment Training, Interviewing and Hiring, Equal Employment Opportunity, Progressive Disciplinary Procedures, Defensive Driving, Nevada Information Security Awareness training.

Participated in other activities designed by the station’s employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

September 21-November 2, 2016

Along with KNPB Channel 5, the Community Foundation of Western Nevada and other non-profit sponsors, KUNR acted as a media sponsor, gave presentations and provided station materials for the 100-plus attendees at the Family Financial & Estate Planning Series, which offered a seven-part series of free, in-depth workshops on estate planning. The presentation includes a message for the parents and grandparents in the audience that KUNR offers internships, Youth Radio and training and job opportunities for the next generation of journalists.

September 23-25, 2017

General Manager emceed, and staff attended, the 2015 Manhattan Shorts Film Festival at the University of Nevada, Reno’s Joe Crowley Student Union Theater, attended by 1,000 community members. Message to audience includes that KUNR offers internships, Youth Radio and training and job opportunities for the next generation of journalists.

February 23-25, 2017

General Manager emceed and staff attended the 2015 Manhattan Shorts Film Festival at the University of Nevada, Reno’s Joe Crowley Student Union Theater, attended by 1,000 community members. As host of the event, the General Manager includes the message that KUNR offers internships, Youth Radio and training and job opportunities for the next generation of journalists.

March 29-May 10, 2017

Along with KNPB Channel 5, the Community Foundation of Western Nevada and other non-profit sponsors, KUNR acted as a media sponsor, gave presentations and provided station materials for the 100-plus attendees at the Family Financial & Estate Planning Series, which offered a seven-part series of free, in-depth workshops on estate planning. The presentation includes a message for the parents and grandparents in the audience that KUNR offers internships, Youth Radio and training and job opportunities for the next generation of journalists.

May 21-26, 2017

News Director served as an industry professional mentor for NPR’s Next Generation Radio Project boot camp held at the University of Nevada, Reno’s Reynolds School of Journalism. Overseen by project founder and coordinator Doug Mitchell, the week-long, intense program helps serve as a “runway” for public radio and journalism careers for college-prepared journalists, with special emphasis on diverse participants.

LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIRER
1/15/17	Broadcast Journalist	www.cpb.org/jobline
12/1/16	Broadcast Journalist	Word of mouth – Candidate selected was a part-time KUNR employee
9/12/16	Membership Coordinator	www.unrsearch.com

INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed During the Reporting Period: 16

Recruitment Sources Used in Preceding Year	Number of Persons Interviewed that the Source Referred
Word of mouth	1
Univ. of Nevada jobs website www.unrsearch.com	8
www.kunr.org	3
www.CPB.org	3
HigherEdJobs.com	1

RECRUITING SOURCES USED

Job Title of Position: Broadcast Journalist Date of Hire: 12/1/16 & 1/15/17

For the Broadcast Journalist search, KUNR used the following referral sources:

- www.cpb.org
- www.current.org
- www.greaterpublic.org
- www.kunr.org
- www.latinosinhighered.com
- www.nabjcareers.org – National Association of Black Journalists
- www.nevadabroadcasters.org
- www.newsreview.com/reno
- Reno News & Review print edition
- www.unrsearch.com

Job Title of Position: Membership Coordinator Date of Hire: 9/12/16

For the Program Director search, KUNR used the following referral sources:

- www.cpb.org
- www.diversitylink.com
- www.greaterpublic.org
- www.insidehighered.com
- www.higheredjobs.com
- www.kunr.org
- www.newsreview.com/Reno
- Reno News & Review print edition
- www.unrsearch.com

Referral Source Information

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
www.latinosinhighered.com	N	Human Resources MS 0238 University of Nevada, Reno. Reno NV 89557	Kim Beers	(775) 682-6113
www.HigheredJobs.com	N	Human Resources MS 0238 University of Nevada, Reno. Reno NV 89557	Kim Beers	(775) 682-6113
Insidehighered.com	N	Human Resources MS 0238 University of Nevada, Reno. Reno NV 89557	Kim Beers	(775) 784-7705
www.unrsearch.com	N	Human Resources MS 0238 University of Nevada, Reno. Reno NV 89557	Kim Beers	(775) 682-6113
www.newsreview.com/reno Reno News & Review Print	N	708 N. Center St. Reno, NV 89501	Ola Ubay	(775) 324-4440
www.KUNR.org	N	KUNR MS 0294	Albert Kenneson	(775) 682-6052

		University of Nevada, Reno. Reno NV 89557		
www.cpb.org	N	401 Ninth Street, NW Washington, DC 20004-2129	Carole Mah	(202) 879-9686 cmah@cpb.org
www.greaterpublic.org	N	401 N. 3rd St. Suite 370 Minneapolis, MN 55401	Josh Andrews	(773) 336-2060 jandrews@greaterpublic.org
Current publication and www.current.org	N	6930 Carroll Ave., Suite 350 Takoma Park, MD 20912	Kathleen Unwin	(301) 270-7240 ext. 36
Nevada Broadcasters Association	N	1050 East Flamingo Road, Suite S-102 Las Vegas, Nevada 89119	Earlene Lefler	(702) 794-4994
www.nabjcareers.org	N	NABJ Career Center 8800 Lakewood Dr. #117 Windsor, CA 95492	None Listed	(626) 792-3846
www.diversitylink.com	N	6635 W Happy Valley Rd Suite A104, # 172 Glendale, AZ 85310	Milt Spain	(623) 572-2793

* Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies. See Rule 73.2080(c)(1)(ii).

Retain for each position filled until after the grant of the next renewal application.

Annually, on the anniversary of the date a station must file its renewal application, a station must place this list in the station's local public inspection file and post the list on the station's website, if it has one.