

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: March 23, 2015 – March 22, 2016.

- 1) **Employment Unit: Brazos Valley Public Broadcasting Foundation**
- 2) **Unit Members (Stations and Communities of License): KWBU-FM, Waco, Texas**
- 3) **EEO Contact Information for Employment Unit:**

Mailing Address: KWBU-FM Baylor University One Bear Place #97296 Waco, TX 76798-7296	Telephone Number: (254) 710-3472
	Contact Person/Title: Carla Hervey, Business Affairs Manager
	E-mail Address: Carla_Hervey@baylor.edu

4) **Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

Job Title	Recruitment Source Referring Hiree
(a) Account Executive	Waco Tribune Herald newspaper ad

5) **Job Title: Account Executive Referral Source(s) of Hiree: Waco Tribune Herald newspaper ad**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
KWBU-FM Website	Brodie Bashaw	One Bear Place #97296 Waco, TX 76798-7296	254-710-3472	0	No
Waco Tribune Herald	Grace Allen	P. O. Box 2588 Waco, TX 76702-2588	254-757-5757	2	No
McLennan County Nonprofit Resources	N/A	http://mclennanonprofits.org/human-resources/employment-opportunities	254-754-3404	0	No
TV & Radio Jobs.com	N/A	www.tvandradiojobs.com	N/A – website only No phone # available	0	No
Baylor University Office of Career & Professional Development	Marjorie Ellis	Marjorie_Ellis@baylor.edu	254-710-8669	0	No
U. S. Army	Teresa Moss Shipman	Teresa.a.mosshipman.civ@mail.mil	254-288-2089	0	No
McLennan Community College	Career Placement Services	1400 College Drive Waco, TX 76701	254-299-8622	0	No
Southern Methodist University	Communication Arts	P. O. Box 750113 Dallas, TX 75275-0113	214-768-2000	0	No
Southwestern University	Theatre/Communications	1001 E. University Avenue Georgetown, TX 78626	512-863-6511	0	No
Sam Houston State University	Fine Arts & Mass Communications	P. O. Box 2393 Huntsville, TX 77341	936-294-1111	0	No
Texas Southern University	Dept. of Communications	3100 Cleburne Avenue Houston, TX 77004	713-313-7011	0	No

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Texas Tech University	School of Mass Communications	P. O. Box 45006 Lubbock, TX 79406	806-742-2011	0	No
Temple College	Director, Career Placement Services	2601 South First Street Temple, TX 76501	254-298-8282	0	No
Goodwill Learning Center	N/A	4108 S. 31 st Street Temple, TX 76502	254-773-6424	0	No
Cen-Tex African American Chamber of Commerce	N/A	801 Washington Avenue, Suite 602 Waco, TX 76701	254-235-3204	0	No
Stephen F. Austin State University	Dept. of Mass Communications	P. O. Box 13048 Nacogdoches, TX 75962	936-468-4001	0	No
University of Mary Hardin-Baylor	School of Fine Arts	900 College Belton, TX 76513	254-295-8642	0	No
Prairie View A&M University	College of Arts & Sciences	P. O. Box 519 Prairie View, TX 77446-0519	936-261-3311	0	No
Texas State University	Communication Studies	112 Old Main 601 University Drive San Marcos, TX 78666-4616	512-245-2111	0	No
University of Texas at Tyler	Department of Communications	3900 University Blvd. Tyler, TX 75799	903-566-7000	0	No
Texas A&M University	Department of Communications	4234 TAMU College Station, TX 77843-4234	979-845-3211	0	No
Texas State Technical College	N/A	3801 Campus Drive Waco, TX 76705	254-799-3611	0	No
Cen-Tex Hispanic Chamber of Commerce	N/A	915 LaSalle Avenue Waco, TX 76701	254-754-7111	0	No
Baylor University Arts & Sciences – Journalism, Public Relations & New Media	Sara Stone	One Bear Place #97353 Waco, TX 76798	254-710-6348	0	No
Baylor University Hankamer School of Business	Career Management	One Bear Place #97373 Waco, TX 76798	254-710-7053	0	No
TCU	Radio/Television/Film	2800 S. University Drive Ft. Worth, TX 76129	817-257-7000	0	No

6) **Total # of Interviewees Referred:** For the period from March 23, 2015 through March 22, 2016 this Employment Unit interviewed 2 interviewees for one full-time job vacancy.

7) **Supplemental Recruitment Initiatives.**

(a) **Initiative: Internship Program**

Internship Program with Baylor University

An intern from the Baylor University Honors College began her internship in March 2015 and is currently still working with KWBU. She currently works approximately 4 - 5 hours per week under the supervision of both the Station Manager and a News Reporter. Initially, she was trained in operations activities – editing, importing and working with the automation system. From there she progressed to creating and producing on-air stories and has produced ten stories that have been aired on KWBU since October 2015.

An intern who is a Public Relations major at Baylor University has worked at KWBU since January 2016. She works between 10 – 12 hours per week under the supervision of both the Station Manager and the President & CEO. She has worked to create a comprehensive list of non-commercial radio stations in Texas and is also in the process of creating a template for a periodic newsletter to KWBU members.

An intern who is Journalism major at Baylor University began his internship in February 2016 through a formal Journalism and Communications Internship arrangement with Baylor's Department of Journalism, Public Relations and New Media. He works 10 hours per week under the supervision of a KWBU News Reporter and he will produce a minimum of six on-air stories during the Spring 2016 semester.

An intern who is a senior Journalism major at Baylor University began interning in mid-February 2016 under the supervision of a KWBU News Reporter. He came to KWBU with previous journalism experience and will be working approximately 3 – 4 hours per week, producing on-air stories for KWBU.

(b) **Initiative: Disseminate Broadcast Career Information**

KWBU prepared flyers containing broadcast career information and links to various information sources. These flyers were handed out during the following events:

- KWBU Open House, July 1, 2015
- KWBU Ice Cream Social, August 20, 2015
- Booth at Waco Downtown Farmers Market, October 3, 2015
- Poster Signing Event, December 12, 2015

(c) **Initiative: Participation in Programs Sponsored by an Educational Institution**

On January 19, 2016, a KWBU News Reporter spoke to a Mass Communications class at Baylor University. He spoke about his work at KWBU, writing tips, how to write for radio, and the future of journalism. There were approximately 15 people in attendance.

On February 29, 2016, a KWBU On-Air Host & Operations Assistant spoke to students in the West Independent School District about her career in radio and her work at KWBU. She spoke to students at West High School that morning and to students at West Middle School that afternoon. There were approximately 150 total students in attendance.