

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: March 23, 2017 – March 22, 2018.

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) Producer / On-Air Host	KWBU Website

5) Job Title: Producer / On-Air Host Referral Source(s) of Hiree: KWBU Website

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	1	No
Waco Tribune Herald	Grace Allen	P. O. Box 2588 Waco, TX 76702-2588	254-757-5757	0	No
KWBU-FM On-Air Announcements	Brodie Bashaw	One Bear Place #97296 Waco, TX 76798-7296	254-710-3472	1	No
Wacotribjobs.com	N/A	email@thejobnetwork.info	254-757-5757	0	No
TV & Radio Jobs.com	N/A	www.tvandradiojobs.com	N/A – website only No phone # available	0	No
Act Locally Waco	Ashley Thornton	AshleyT@actlocallywaco.org	N/A	0	No
Baylor University Office of Career & Professional Development	Marjorie Ellis	Marjorie_Ellis@baylor.edu	254-710-8669	0	No
CPB Jobline	N/A	www.cpb.org/jobline	N/A – online only	1	No

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
U. S. Army	Teresa Moss Shipman	Teresa.a.mosshipman.civ@mail.mil	254-288-2089	0	No
McLennan Community College Job List	N/A	1400 College Drive Waco, TX 76701	N/A – Online only	0	No
iHireBroadcasting.com (not sent directly – reposted from other source)	N/A	iHireBroadcasting.com	N/A – Online only	1	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
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
National Assoc. of Broadcasters	N/A	1771 N Street, NW Washington, DC 20036	202-429-5498	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, 2017 through March 22, 2018 this Employment Unit interviewed 4 interviewees for one full-time job vacancy.

7) Supplemental Recruitment Initiatives.

(a) Initiative: Internship Program

Internship Program with Baylor University

A female intern from Baylor University majoring in Public Relations completed her Advanced Public Relations internship in May 2017 upon her graduation. She worked approximately 10 hours per week, mainly under the supervision of the KWBU President & CEO. She assisted with preparing the KWBU-FM e-newsletter, including selecting stories, publishing and distributing the e-newsletter weekly. In addition, she posted and tracked KWBU's social media and produced pledge-drive promotions.

During the summer of 2017 (roughly June through August), a male Baylor University student majoring in Marketing was loaned from the Baylor University Marketing and Communications Department to assist KWBU with evaluating and updating KWBU's social media platforms and posts. He worked under the supervision of the KWBU President & CEO.

Beginning in January 2018, a male Marketing major from Baylor University began his Advanced Public Relations internship and will continue to work with the station through the end of the spring semester. He works approximately 10 hours per week under the supervision of the KWBU President & CEO. He is investigating possibilities for analytics for the KWBU website and mobile app, has produced promotions for KWBU's new mobile app, posts and tracks KWBU's social media and assists with the e-newsletter, including selecting stories for the weekly distribution.

(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, April 28, 2017
- KWBU Family Fun Night, June 15, 2017
- KWBU Open House, September 29, 2017
- Renee Montagne Breakfast, October 26, 2017

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

Beginning in March 2017 ongoing through the end of the spring 2017 semester, the KWBU President & CEO worked with a team of five students from the Non-Profit Marketing class at Baylor University's Hankamer School of Business. This team of students met with the President & CEO multiple times to create, help to distribute, and finally report on the results of a radio membership survey.