

**EEO Public File Report
KNME-TV, Albuquerque, NM
June 1, 2017 - May 31, 2018**

Full-Time Positions Filled

Number Hired	Job Title	Requisition Number	Date Filled	Referral Source of Applicant Hired	Recruitment Sources Used to Fill Vacancy (list recruitment sources that are entitled to notification*)	Number Interviewed
1	Coord, Membership	req1356	8/21/2018	UNM	University of New Mexico HigherEdJobs.com	4
1	Broadcast Ops Tech	req1357	10/2/2017	UNM	University of New Mexico HigherEdJobs.com Current.org SBE.org NMBA	2
1	Sr. Promotions Producer	req2893	2/5/2018	UNM	University of New Mexico (unmjobs.unm.edu) Current.org NMBA HigherEdJobs.com	6
1	Broadcast Ops Tech	req3121	3/1/2018	UNM	University of New Mexico HigherEdJobs.com Current.org SBE.org NMBA	5
1	Broadcast Ops Tech	req3121	3/12/2018	UNM	University of New Mexico HigherEdJobs.com Current.org SBE.org NMBA	5

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Information Regarding Recruitment Sources Contacted for Full-Time Vacancies				
No.	Name & Address of Organization	Contact Name	Telephone Number/Contact information	Entitled to Notification
1	University of New Mexico Human Resource Services Albuquerque, New Mexico 87131	Human resources transaction center: Evan Sandoval	505-925-9245	Yes
2	HigherEdJobs.com	Ad placed via UNM Human Resources Transaction Center	505-925-9245	No
3	Current.org Current Newspaper 401 Ninth St, NW Washington, DC	Kathleen Unwin	301-270-7240	No
4	Society of Broadcast Engineers	Scott Jones www.sbe.org/sections/jobs_online	317-846-9000	No
5	NMBA	Suzan Strong	505-881-444	No

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New Mexico PBS Long Term Recruitment Initiatives		
No.	Description of Initiative	Scope of Employment Unit's Participation
1	<u>Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.</u> The establishment of an internship program was developed by New Mexico PBS by recruiting local area college students as part-time employees. As student employees, they acquire skills in broadcasting by receiving specific training in various station operations. In many instances following graduation, students that have remained as employees during their academic years become either a mainstay of New Mexico PBS or plan on moving to other broadcasting organizations.	New Mexico PBS exposes students to the broadcasting environment and provides real-life on-the-job training to potential students in their field. New Mexico PBS had 28 students from June 1, 2017 through May 31, 2018.
2	<u>Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.</u> According to UNM University Business Policies and Procedures Manual on Career Development (Policy #3260.3), station personnel are encouraged to participate in some form of career development which consist of continuous occupational and/or professional education and training to maintain expertise, and/or participate in the career ladder program to provide for planned progression within the same position.	New Mexico PBS personnel are capable of advancing in their careers. Personnel within different departments at New Mexico PBS attend classes at UNM and CNM. Also key personnel attend seminars and workshops to enhance their current positions. 1 employee was reclassified by way of promotion and 1 employee was reclassified to provide opportunity to expand their knowledge base.
3	<u>Sponsorship of at least two events in the community designed to inform and educate members of the Public as to employment opportunities in broadcasting.</u> Mentoring programs are done through the Albuquerque Public School system conducted each year. KNME-TV provides positions for up to four high school students to work and train in television. During summer seasons, interested students from local area high schools are recruited and given the opportunity of acquiring skills in television broadcasting.	Mr. William Pinnel, Public Relations Specialist, spoke at the following community forums to inform and educate the public with respect to public broadcasting in addition to job opportunities with our station: February 20, 2018 Rotary Club North Domingo Multigenerational Center 25 members September 13, 2017 Kiwanis Egg & I Restaurant 18 members September 13, 2017 Philanthropic Education Organization Debbie Butcher 35 members October 24, 2017 Neighborhood at Rio Rancho 30 residents Lincoln Middle School Career Fair Rio Rancho
4	<u>Providing training to management level personnel on methods of ensuring equal employment opportunity and preventing discrimination.</u> All employees are required to take annual training with respect to preventing discrimination and sexual harassment in the workplace per University policy #2720: Equal Opportunity, Non-discrimination, and affirmative action.	New Mexico PBS management is in compliance with university policies regarding equal opportunity.

