

2020 ANNUAL EEO PUBLIC FILE REPORT

All Classical Public Media, Inc.

Stations: KQAC(FM), Portland, OR
KQHR(FM), The Dalles, OR
KQMI(FM), Manzanita, OR
KQOC(FM), Gleneden Beach, OR
KSLC(FM) (per PSOA), McMinnville, OR

Reporting Period: September 21, 2019 – September 20, 2020
No. of Full-time Employees: More than 10
Small Market Exemption: No

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 at least 4 **job fairs** by station personnel who have substantial responsibility in making hiring decisions.*

PSU Career + Internship Fair

Location: Portland State University Smith Memorial Student Union
Portland, OR
Date: 02-25-2020
Participant: Office Manager

OSU School of Business Virtual Career Fair

Location: Online
Date: 04-30-2020
Participant: Office Manager

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.*

Between September 2019 – September 2020, station staff trained five interns in a variety of skills, including but not limited to;

- CD cataloging with Music Director
- Blogging and other online content creation for allclassical.org and icanradio.org
- General office administration
- Assistance with ratings tracking
- Program production for the International Children's Arts Network (ICAN)
- Sound editing
- General assistance during pledge drives and station events

Interns averaged 20 hrs. per week

Entered the third year of **Youth Roving Reporters**, a journalism scholarship program wherein All Classical Portland on-air hosts mentor exceptional high school students. From September 2019 through September 2020, two youth reporters attended three local arts events, interviewed the artists involved, and effectively communicated the impact of the arts on their communities in a 5-minute, produced radio segment. Each participant is encouraged to conduct in-depth interviews with artistic leaders and performers, highlighting our region's vibrant arts community through their own perspective.

*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).*

Engaged the community on our Facebook page at: <https://www.facebook.com/AllClassicalPortland>, on our Twitter page at: <https://twitter.com/allclassicalpdx>, and our Instagram page at: <https://www.instagram.com/allclassicalportland/>

Distributed bi-weekly electronic newsletter to thousands of subscribers that is free and available to the general public.

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

Engineering Assistant attended:
Audio Engineering Society Conference
Dates: 10-16-19 to 10-19-19
Location: New York, NY
Included access to all workshops, tutorials, programs and exhibits for audio engineering training.

ICAN Program Manager, Host, & Producer attended:

NETA Conference
Dates: 01-25-20 to 01-30-20
Location: Washington DC
Conference presented in partnership between the Corporation for Public Broadcasting and the National Educational Telecommunications Association.

Development Associate attended:

On-Air Fundraising During a Global Pandemic
Virtual Webinar
Date: 04-15-2020
Presented by PMDMC, three public radio stations

presented their experiences fundraising in the first few weeks of a global pandemic.

Development Associate attended:

How to Reach Donor Advised Fund Donors Who Are Funding Millions in Response to COVID-19 Virtual Webinar

Date: 04-16-2020

Presented by WealthEngine, provided tips on effectively engaging donors that will give through their donor-advised fund (DAF).

Development Associate attended:

Development Strategies to Activate Now + Steps for Recovery Planning Virtual Webinar

Date: 04-21-2020

Presented by Willamette Valley Development Officers Association, taught equity and empathy-based development outreach that emphasizes collaboration and communication with donors at a time of crisis.

Development Associate attended:

Designing Equity-Centered Organizational Values Virtual Webinar

Date: 08-13-2020

Presented by Candid, challenged organizations to intentionally create or reimagine a values statement through an Equity lens, a lens that invokes history and confronts notions of power and action.

Vice President of Strategy & Operations attended:

Kellogg School of Management at Northwestern University's Financial Tools for Strengthening Your Organization and Nonprofit Finance: Toolkit for Leaders

Dates: February 24-27, 2020

Location: Chicago, IL

Back to back courses on exploring current issues and challenges in nonprofit finance, working with budgets, and examining the intersection of finance and mission, including sessions on strategic planning, forecasting, and risk management.

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

Donor Engagement Coordinator and JOY Program Director attended:

SphinxConnect Conference
Dates: February 6-9, 2020
Location: Detroit, MI

Celebrating and empowering leadership by welcoming hundred of musicians of color, industry leader, educators, funders, diversity advocates, and administrators to: participate in over 30 sessions dedicated to diversity in classical music; learn from and engage with more than 70 speakers; connect to establish an important network to further diversity in the field.

Interim Director of Development & Marketing, Office Manager, and Development Associate attended:

The Invisible Thumbprint: How Unconscious Bias and White Culture Affect Public Media (webinar)
Date: July 22, 2020
Highlighting unconscious biases and how to better represent the audiences we serve.

Office Manager attended:

The Imperative of Inclusion: Hiring & Retention (webinar)

Date: August 25, 2020

Challenged public radio stations to examine a culture that is leading too many young talented people of color to leave the field, and explored the change public media must embrace in order to retain its future leaders.

All staff members and interns completed online harassment prevention training course provided by CPB, in August 2020.

Participated in other activities designed by the station 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.

Hosted a public open house event at the Station on December 15, 2019 with guided tours. Station staff spoke to over 300 attendees of all ages and from a wide variety of backgrounds. Station staff spoke about their broadcasting careers and their employment backgrounds & generally how they came to work at the Station.

Office Manager and Music Researcher hosted Station tour on January 22, 2020 for group of 10 students from Portland Waldorf School Music History Class.

Donor Engagement Coordinator and JOY Program Director and Office Manager hosted in depth Station tour and presentation on February 25, 2020 for group of nearly 40 students from BRAVO Youth Orchestra, a program designed to improve the lives of underserved children through intensive orchestral instruction.

LIST OF POSITIONS FILLED

No permanent positions filled during this period*

*An interim Director of Development and Marketing was appointed in October 2019 on a temporary basis. Due to the COVID-19 pandemic, recruitment for this position was temporarily suspended and the interim appointment had to be extended. This position is expected to be filled during the next reporting period.