

LIST OF ALL FULLTIME POSITIONS FILLED

8/1/19-7/31/20

| <u>Job Title</u> | <u>Station</u> | <u>Date Filled</u> |
|-------------------------|-----------------------|---------------------------|
|-------------------------|-----------------------|---------------------------|

No positions were filled during this time period.

Nevada County Broadcasters

RECRUITMENT SOURCES FOR EACH JOB VACANCY

8/1/2019-7/31/20

NOT APPLICABLE

Nevada County Broadcasters
FCC FORM 396 OUTREACH NARRATIVE STATEMENT

In an effort to reach as diverse an employee pool as possible, Nevada County Broadcasters utilizes many different employee sources when seeking candidates to fill our fulltime job openings. There are numerous community colleges and four year universities, two broadcast trade associations, employment agencies and service agencies that service minorities and women.

Our efforts routinely include providing internships at the station to high school and higher educational candidates, co-sponsoring a job fair in the Grass Valley area twice per year, showcasing opportunities in all areas of broadcasting, while attending regional Job Fairs in cities such as Sacramento, Folsom, Rancho Cordova, etc. We also participate in local career fairs targeting students for entry level broadcasting careers. KNCO prides itself in being a community involved radio station. The staff is involved in a number of service clubs and organizations, sits on boards of non-profit organizations, and volunteers in community events throughout the year. These activities also expose career opportunities within Nevada County Broadcasters.

We employ a total of seven persons.

Nevada County Broadcasters

EMPLOYEE RECRUITMENT SOURCES

In addition to on air announcements at KNCO AM and KNCO FM, Nevada County Broadcasters, Inc. sends written notification of all full time job openings to the following organizations, publications, and websites:

American River College -Student Employment Department
4700 College Oak Dr, Sacramento CA. 95841

Butte Community College -Personnel Department
3536 Butte Campus Drive, Oroville, CA. 95965
California Department of Veteran Affairs -Human Resources Division
P.O. Box 942895, Sacramento CA. 94295

California State University -Student Employment Office
6000 J Street, Sacramento CA. 95819
Chico State University -Student Placement Office
400 W 1st St, Chico, CA. 95929

Cosumnes River Community College -Personnel Office
8401Center Parkway, Sacramento CA. 95823

Employment Development Department (EDD}
117 New Mohawk Rd, Nevada City CA. 95959

One Stop Career Center
988 Mccourtney Rd, Grass Valley, CA. 95949

NAACP -Sacramento Office
PO Box 188231, Sacramento CA. 95818

Sacramento City College Career Center
3835 Freeport Blvd, Sacramento CA. 95822

Sierra College Nevada County Campus -Job Placement Office
Sierra College Drive, Grass Valley CA. 95945

Yuba College Placement Office
2088 N. Beale Rd, Marysville CA. 95901

California Broadcasters Association -Job Bank
www.calbroadcasters.org

Nevada County Broadcasters
EMPLOYEE RECRUITMENT SOURCES

National Association of State Broadcasters -Job Bank
www.careerpage.org

Craig's List
www.eraigslist.com

Nevada County Help Wanted -Job Bank
www.nevadacounty.b.glpwanted.com

Auburn Journal -Classified
Auburn CA 95603

The Union Newspaper -Classified
Grass Valley CA 95945

KNCO Website: www.knco.com
KNCO-FM Website: www.mystarradio.com

Nevada County Broadcasters

DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES DURING PREVIOUS TWO YEARS

Period 8/1/18 to 7/31/20

First Initiative

Internship program designed to allow students from local area High Schools the opportunity to acquire skills for a broadcasting career future.

Activities Undertaken to fulfill First Initiative

In fall 2018, spring 2019, fall 2019 and spring 2020, trained a high school student to gather, write and deliver news stories as part of the daily newsroom activities at KNCO – until interrupted by Covid and Covid-related restrictions applicable to the Station. We restarted the program in Fall 2021.

Second Initiative

Participation in job banks, internet programs and other programs designed to promote outreach generally (programs not primarily directed to providing notification of specific job vacancies).

Activities Undertaken to fulfill Second Initiative

Various - KCNO's web-site includes on-going recruitment ads for future on-air and marketing consultant positions.

Monthly – Members of management attended and actively participated in local chapter of civic organizations, including American Legion, Elks Club, Lodges Club, Rotary Club and Hospitality House, with the intention of furthering the station's reputation and local knowledge of the licensee's activities.

Third Initiative

Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

Activities Undertaken to fulfill Third Initiative

March 2020 – Succeed Management Solutions – Management completed training program focused on sexual harassment and fostering an equitable and inclusive work culture.