

**KLCS (Los Angeles, CA)  
EEO PUBLIC FILE REPORT  
Reporting Period: 8/1/21 – 7/31/22**

Full-Time Vacancies Filled

Position: Director of Television Engineering & Technical Operations

Date filled: 2/22/22

Recruitment Source: (RS) of hire: Online Jobsite (Indeed.com)

Recruitment Source Information (Including contact information if available)	RS Entitled To Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
Online Jobsite (Prof. Org. - linkedin.com (1), Gen. Jobsite – linkedin.com (5), Prof. Org. indeed.com (3), declined to state (2))	No	11
Social Media (linkedin.com (4), other (1))	No	5
LAUSD Publication/website (lausd.net (3) talent acquisition/selection (1))	No	4
LAUSD Employee Referral	No	3
College/University (California State University- Northridge (1))	No	1
Southern California Broadcasters Assoc. Corporation for Public Broadcasting (CPB) (cpb.org.)	No	0
Greater Public (GreaterPublic.org)	No	0
Entertainment Careers (EntertainmentCareers.net)	No	0
College/University Cal State – San Diego	No	0
College/University Cal State San Luis Obispo	No	0
College/University Cal State Los Angeles	No	0
College/University Cal State Los Angeles	No	0
College/University Cal State Long Beach	No	0
College/University Cal State Dominguez Hills	No	0
College/University Cal State Pomona	No	0
College/University Loyola Marymount	No	0
College/University Pepperdine	No	0

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College/University Stanford	No	0
College/University UCLA	No	0
College/University University of California - Berkeley	No	0
College/University – University of California - Davis	No	0
College/University University of California -Irvine	No	0
College/University University of California – Santa Cruz	No	0
College/University University of California - Riverside	No	0
College/University University of San Diego	No	0
College/University University of Southern California	No	0
Social Media – LAUSD Facebook (www.facebook.com)	No	0
Social Media – LAUSD Instagram (www.instagram.com@lausdjobs)	No	0
Social Media – Work for Warriors (workforwarriors.com)	No	0
Social Media – Employer Support of the Guard and Reserve ( <a href="http://www.esgr.mil">www.esgr.mil</a> )	No	0
Total Applicants During Reporting Period		24

\*The Los Angeles Unified School District (LAUSD) is the FCC License holder for KLCS-TV. The Board of Education for LAUSD requires all classified employees be hired through the Classified Employment Section of the LAUSD Personnel Commission.

All KLCS job vacancies are filled according to the rules and regulations of the Los Angeles Unified School District Personnel Commission. (<https://achieve.lausd.net>)

Working in conjunction with the Los Angeles Unified School District’s Personnel Selection Branch, KLCS job vacancy notices in the classified service are widely distributed. Due to the technical nature of broadcasting positions a specialized list of additional media specific employment sources is maintained for additional recruitment efforts.

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Outreach Initiatives

During this 12-month reporting period, the following outreach initiatives were undertaken:

4/29/22	Participation in at least four job fairs (Initiative <i>i.</i> )	Community Job Fair – Polytechnic H.S. (Sun Valley, CA) (LAUSD Human Resources Specialist)
5/3/22	Participation in at least four job fairs (Initiative <i>i.</i> )	Cerritos College Fair – Cerritos College (Cerritos, CA) (LAUSD Human Resources Specialist)
5/4/22	Participation in at least four job fairs (Initiative <i>i.</i> )	Heroes to Education California Coalition Outreach Event (virtual) (LAUSD Human Resources Specialist)
5/5/22	Participation in at least four job fairs (Initiative <i>i.</i> )	Job Expo – Los Angeles Trade Tech College (Los Angeles, CA) (LAUSD Human Resources Specialist)
5/13/22	Participation in at least four job fairs (Initiative <i>i.</i> )	West LA College Fair (Culver City, CA) (LAUSD Human Resources Specialist)
5/19/22	Participation in at least four job fairs (Initiative <i>i.</i> )	West LA Community Fair – Worksource Centers (Los Angeles, CA) (LAUSD Human Resources Specialist)
6/14/22	Hosting at least one job fair (Initiative <i>ii.</i> )	LAUSD Career Fair where the general public, colleges and LAUSD graduating seniors are invited to attend to learn about open job positions and careers within the School District including positions at KLCS. Harbor Occupational Center (San Pedro, CA) (LAUSD Human Resources Specialist)

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6/15/22	Hosting at least one job fair (Initiative <i>ii.</i> )	LAUSD Career Fair where the general public, colleges and LAUSD graduating seniors are invited to attend to learn about open job positions and careers within the School District including positions at KLCS. West Valley Occupational Center (Woodland Hills, CA) (LAUSD Human Resources Specialist)
6/16/22	Hosting at least one job fair (Initiative <i>ii.</i> )	LAUSD Career Fair where the general public, colleges and LAUSD graduating seniors are invited to attend to learn about open job positions and careers within the School District including positions at KLCS. East LA Occupational Center (Los Angeles, CA) (LAUSD Human Resources Specialist)
6/17/22	Hosting at least one job fair (Initiative <i>ii.</i> )	LAUSD Career Fair where the general public, colleges and LAUSD graduating seniors are invited to attend to learn about open job positions and careers within the School District including positions at KLCS. Venice Skills Center (Venice, CA) (LAUSD Human Resources Specialist)
6/30/22	Co-Sponsoring at least one job fair including substantial participation of woman and minorities (Initiative <i>iii.</i> )	Breaking Barriers Job Fair – (American Legion Hall – Sepulveda Blvd.) In collaboration with Breaking Barriers non-profit organization (breakingbarrieres.com) (LAUSD Human Resources Specialist)

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4/11/22	Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues (Initiative <i>iv.</i> )	U.S. Vets Feature LAUSD (virtual) (LAUSD Human Resources Specialist)
4/14/22	Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues (Initiative <i>iv.</i> )	Pasadena City College Job Fair (Pasadena, CA) (LAUSD Human Resources Specialist)
4/14/22	Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues (Initiative <i>iv.</i> )	Los Angeles City College Fair (Hollywood, CA) (LAUSD Human Resources Specialist)
4/14/22	Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues (Initiative <i>iv.</i> )	Recent grad and current students Fair – University of Southern California (USC) (Los Angeles, CA) (LAUSD Human Resources Specialist)
4/21/22	Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues (Initiative <i>iv.</i> )	Hire UC (in Los Angeles) UC School System (Hudson Loft, Los Angeles) (LAUSD Human Resources Specialist)

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8/1/21 - 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>iv.</i> )	Membership in Southern California Broadcasters Association (General Manager)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>iv.</i> )	Membership in California Broadcasters Association (General Manager)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>iv.</i> )	Membership in Academy of Television Arts and Sciences (ATAS) (Director of Instructional TV)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>iv.</i> )	Membership in Public Television Programming Association (PTPA) (TV Programming Associate)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>xvi.</i> )	Membership in American Public Television (APT) (TV Programming Associate)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>xvi.</i> )	Membership in California Public Television (General Manager)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>xvi.</i> )	Membership in National Educational Television Association (NETA) (General Manager)
8/1/21 – 7/31/22	Participation in general recruitment outreach (continuing) (Initiative <i>xvi.</i> )	Membership in Public Media Business Association (PMBA) (Sr. Financial Analyst)
8/1/21 – 7/31/22	Participation in general recruitment outreach (Initiative <i>xvi.</i> )	Instructional Media Partner – LAUSD Consolidated Charitable Campaign 2021-2022 (Benefiting: Asian Pacific Community Fund, Brotherhood Crusade, LAUSD Employee Sponsored Scholarship Fund, United Latino Fund, United Negro College Fund, United Teachers Educational-Fund et.al) (Broadcast Compliance Specialist)

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8/1/21– 7/31/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Licensee's tuition reimbursement and training programs <a href="http://www.oetraining.net">www.oetraining.net</a> (General Manager)
5/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>xiv.</i> )	Preventing Harassment and Discrimination: Gateway (CPB) (All KLCS Staff) (Director of Instructional Television)
8/21-7/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Myers Protrak Training (Programming & Traffic (3)) (6 trainings in year) (TV Programming Associate)
9/8/21 – 10/13/21	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	James Moore 2021 Non-Profit Fall CPE Series (6 courses) (Financial Training) (Sr. Financial Analyst)
11/ 9-11/21	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	APT Fall Marketplace (Programming Staff) (TV Programming Associate)
10/8/2021	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Professional Television Programmers Association (PTPA) Fall 2021 Mtg. (Programming Staff) (TV Programming Associate)

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4/6/22 – 4/27/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	James Moore 2022 Higher Education CPE Series (4 courses) (Financial Training) (Sr. Financial Analyst)
5/19/22 6/9/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Professional Television Programmers Association (PTPA) 2022 Annual Mtg. (Programming Staff) (TV Programming Associate)
5/4/22 – 6/22/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	James Moore 2022 Government CPE Series (8 Courses) (Financial Training) (Sr. Financial Analyst)
1/24-26/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	NETA Conference (NETA & CPB) (Production, Programming & Traffic Staff) (TV Programming Associate)
1/2022	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Suicide Prevention and Awareness Training (LAUSD) (All KLCS Staff) (General Manager)
8/21	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Building Safety Presentation <a href="http://lausd.bssnet.com">http://lausd.bssnet.com</a> (Annual All- staff) (General Manager)

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9/21	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Annual IT Cyber Security Training (Annual All-Staff) (General Manager)
9/21	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	COVID-19 Safe and Healthy Workplace Training (All-Staff) (General Manager)
8/21	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	Annual Child Abuse Awareness Training (All-Staff) (General Manager)
5/24/22-5/26/22	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher positions (Initiative <i>viii.</i> )	PBS Annual Mtg. (Management (4) Programming, Traffic (2), & Compliance Staff ) (General Manager)
8/21 -7/22 (Monthly)	Establish of a mentoring program for station personnel (Initiative <i>ix.</i> )	Programming Strategy – Monthly calls among peers, mentoring and discussing the challenges & opportunities in the NPS schedule. (PTPA) (Programming) (TV Programming Associate)
8/21 – 7/22 (Monthly)	Establish of a mentoring program for station personnel (Initiative <i>ix.</i> )	Connects peers to network, sharing work best practices and sharing work and ideas that can be replicated in multiple markets. (NETA Peer Learning Community) (Programming) (TV Programming Associate)
8/21 – 7/22 (Monthly)	Establish of a mentoring program for station personnel (Initiative <i>ix.</i> )	Interconnection sIX System User Webinars & Peer Group (Programming & Traffic) (TV Programming Associate)

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8/21 – 7/22 (Continuing)	Establish of a mentoring program for station personnel (Initiative ix.)	Participation on the LA Peer Group Committee of the Academy of Television Arts and Sciences (ATAS) (Director of Instructional TV)
2/3/22	Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting (Initiative x.)	Spring Career fair – University of Southern California (USC) (Los Angeles, CA) (LAUSD Human Resources Specialist)
2/24/22	Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting (Initiative x.)	Spring Career Fair – University of Southern California (USC) (Los Angeles, CA) (LAUSD Human Resources Specialist)
2/24/22	Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting (Initiative x.)	Oxy Virtual Fair – Occidental College (Eagle Rock, CA) (LAUSD Human Resources Specialist)
2/24/22	Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting (Initiative x.)	Valley Regional Job Fair – Pierce College (Woodland Hills, CA) (LAUSD Human Resources Specialist)
3/3/22	Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting (Initiative x.)	Spring Virtual Job & Internship Fair – California State University Long Beach (CSULB) (Long Beach, CA) (LAUSD Human Resources Specialist)

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7/2/21- 9/21	Listing of each upper-level category opening in a job bank or newsletter of media trade groups (Initiative <i>xii.</i> )	For the Director of Engineering and Technical Operations job opening, a high level management position, an extensive nationwide search was conducted. Recruitment included Corporation for Public Broadcasting (CPB), Greater Public, EntertainmentCareers, Work for Warriors, Employer Support of the Guard and Reserve and the College Student & Alumni networks of eighteen colleges with an emphasis in radio/television broadcasting, electronic/electrical engineering and related fields et. al. (LAUSD Human Resources Specialist)
2/22 -5/22	Management Training (Initiative <i>xiv</i> )	Riley Institute at Furman University Public Media Diversity Fellow Program Public Media Diversity Institute (30 training hours) (Management Staff (3)) (Director of Instructional Television)
1/3/22	Management Training (Initiative <i>xiv</i> )	Phase 2 of our Antiracist Journey in LA Unified - Creating a Trauma Aware Learning Environment (Management) (Sr. Financial Analyst)
5/2/22	Management Training (Initiative <i>xiv</i> )	Phase 3 of our Antiracist Journey in LA Unified – Confronting Implicit Bias and Microaggressions (Management) (Sr. Financial Analyst)
1/24/22- 1/26/22	Management Training (Initiative <i>xiv</i> )	NETA Annual Conference & CPB Public Media Thought Leader Forum (All Management) (General Manager)
1/26/2022	Management Training (Initiative <i>xiv</i> )	NETA Executive Board Annual Mtg. (General Manager)
5/24/22-5/26/22	Management Training (Initiative <i>xiv</i> )	PBS Annual Mtg. (PBS) (General Manager)

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5/31/22 – 6/3/22	Management Training (Initiative <i>xiv</i> )	Public Media Business Association conference EEO and CPB Compliance (Sr. Financial Analyst)
12/21	Management Training (Initiative <i>xiv</i> )	Workplace Harassment/ Non- Discrimination Prevention Training for Supervisors (LAUSD) (All management are required to recertify every other year) (All Supervisors) (General Manager)