

EEO Public File Report

For the period from September 21, 2019 to September 20, 2020

KTOO Public Media (f.k.a. Capital Community Broadcasting, Inc.)

This report covers the following employment unit:

KTOO(FM), Juneau, Alaska
 KTOO-TV, Juneau, Alaska
 KRNN(FM), Juneau, Alaska
 KXLL(FM), Juneau, Alaska

The following is a list of all vacancies for full-time jobs filled during the previous 12 months other than through promotion from within of employees who were hired originally after full recruitment:

Job Title	Number of Interviews	Date Filled
Video Producer	4	2/3/2020
Membership & Marketing Manager	3	3/16/2020
Reporter & News Host	4	3/23/2020
Digital Media Editor	5	9/10/2020

During the previous 12 months, the following recruitment sources were contacted, as appropriate for the position, as vacancies for full-time jobs opened.

Source	Name, address, contact person, phone number
Internal KTOO posting	KTOO, 360 Egan Drive, Juneau, Alaska 99801 907-586-1670
KTOO website	http://www.ktoo.org/job-opportunities/
KTOO Facebook pages	https://www.facebook.com/ktoopublicmedia https://www.facebook.com/krnnradio https://www.facebook.com/KXLLRADIO https://www.facebook.com/360North
National Alliance of State Broadcasters Associations CareerPage website	www.careerpage.org
Alaska Broadcasters Association website	http://www.alaskabroadcasters.org/jobs/postings.html Executive Director, Alaska Broadcasters Association, PO Box 102424, Anchorage, Alaska 99510. 907-258-2424.
CPB Jobline	http://www.cpb.org/jobline
Alaska Public Broadcasting, Inc. website & listserv	www.akpb.org
Alaska Press Club	http://alaskapressclub.com/
KTOO volunteer listserv	e-mail to all KTOO volunteers
Journalism Jobs	www.journalismjobs.com
Public Radio News Directors	www.prindi.com
Craigslist Juneau	www.craigslist.com
CoastAlaska website	www.coastalaska.org
University of Alaska	UAS Job Board @ Career Services, Juneau

The following is a list of the recruitment sources for the full-time jobs shown in Section A above and the recruitment source which provided the hiree for that position.

Job Title	Recruitment Sources	Source which provided hiree
Video Producer	Internal KTOO posting KTOO website KTOO Facebook pages KTOO Twitter account National Alliance of State Broadcasters Associations Career Page website Alaska Broadcasters Association website Alaska Public Broadcasting, Inc. website & listserv Google Jobs	Internal KTOO posting
Membership & Marketing Manager	Internal KTOO posting KTOO website KTOO Facebook pages KTOO Twitter account National Alliance of State Broadcasters Associations CareerPage website CPB Jobline Alaska Broadcasters Association website Alaska Public Broadcasting, Inc listserv KTOO Community Advisory Board Greater Public website	KTOO Website
Reporter & News Host	Internal KTOO posting KTOO websites KTOO Facebook pages KTOO Twitter Account National Alliance of State Broadcasters Associations CareerPage website Alaska Broadcasters Association website Alaska Public Broadcasting, Inc.iod website & listserv CPB Jobline Alaska Press Club PRNDI APRN News listserv Native American Journalists Association AIR Media Ladio Listserv	CPB Jobline
Digital Media Editor	Internal KTOO posting KTOO websites KTOO Facebook pages KTOO Twitter Account National Alliance of State Broadcasters Associations CareerPage website Alaska Broadcasters Association website Alaska Public Broadcasting, Inc. website & listserv CPB Jobline PRNDI APRN News listserv	KTOO Twitter Account

During the reporting period, there were 16 people interviewed for vacancies for full-time positions. The following is a list of the total number of interviewees referred by each recruitment source shown in Section B above:

Source	Number of interviewees
Internal CCBI posting	1
KTOO websites	1
KTOO Facebook pages	1
KTOO Twitter account	1
Alaska Job Center Network	1
National Alliance of State Broadcasters Associations CareerPage website	
Alaska Broadcasters Association website	
CPB Jobline	6
Alaska Public Broadcasting, Inc. website & listserv	
Alaska Press Club	
KTOO volunteer listserv	
Journalism Jobs	
Public Radio News Directors	
Current Newspaper classifieds	
Craigslist Juneau	
CoastAlaska website	
University of Alaska	
Google Jobs	1
Word of mouth	1
Air Media	3

During the past 12 months, the station employment unit engaged in the following recruitment initiatives.

Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment:

In the past 12 months we continued to provide a paid internship program. We placed an intern “fellow” in our Arts and Culture department for a period of 18 weeks, from March 15 through July 31 of 2020.

In addition, since August of 2009 we have provided weekly hour-long in-studio training sessions for a group of six Alaska Native youth in radio production and podcasting skills. The youth group was awarded an honorable mention in NPR’s student podcasting competition.

Our staff also provided a semester of on-site radio interviewing and production training to six high school students in the Alaska Native community of Hoonah, Alaska.

Participation in scholarship programs directed to students interested in pursuing a career in broadcasting:

The General Manager of KTOO Public Media serves on the state broadcaster’s association board of directors and the association’s scholarship selection committee, which reviews scholarship applications from Alaskan high school students for the Linda Simmons Memorial Scholarship program and also awards internship grants to participating stations. The General Manager helps plan the program and reviews applications. Five applicants were awarded scholarship in April of 2020.

Listing each upper-level opening in a job bank or newsletter of a media trade group with a broad-based membership, including substantial participation of women and minorities:

All openings during the reporting period, including upper-level openings, were posted on the Alaska Broadcasters Association and the Alaska Public Broadcasting websites. These associations have a broad-based membership, including substantial participation of women and minorities.