

EEO PUBLIC FILE REPORT

This report covers full-time vacancy recruitment data for the period May 23, 2020 to May 22, 2021.

1) Employment Unit: Native Broadcast Enterprise - Window Rock, Arizona

2) Unit Members (Stations and Communities of License):

KTNN-AM 660, Window Rock, AZ - Facility ID 66146

KWRK-FM 96.1, Window Rock, AZ - Facility ID 66147

KTNN-FM 101.5, Tohatchi, NM - Facility ID 191366

KCAZ-FM 99.5, Rough Rock, AZ - Facility ID 191876

KKNS-AM 1310, Corrales, NM - Facility ID 7050

3) EEO Contact Information for Unit Member:

Mailing Address: Native Broadcast Enterprise KTNN / KWRK / KCAZ / KKNS Post Office Box 2569 Window Rock, Arizona 86515	Telephone Number: (928)871-3553 Contact Person/Title: Troy J. Little, General Manager E-mail Address: troylittle@ktnnonline.com
--	--

4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit (SEU).

Job Title:	Recruitment Source Referring Hiree:
1. Front Desk Receptionist	KTNN Website

Stations KTNN AM 660 & FM 101.5, KWRK-FM 96.1, and KCAZ 99.5 FM are Equal Opportunity Employers.

5) Job Title: Front Desk Receptionist Referral Source of Hiree: KTNN Website

Name of Organization Notified of Job Vacancy:	Contact Person	Address	Telephone Number	# of Interviewee s Referred	Did Recruitment Source Request Notification: (Yes or No)
KTNN AM 660 / 101.5 FM On Air Advertisement	Troy Little, General Manager	PO Box 2569 Window Rock, AZ 86515	(928)871-3553	7	N
KWRK FM 96.1/KCAZ 99.5 On Air Advertisement	Troy Little, General Manager	PO Box 2569 Window Rock, AZ 86515	(928)871-3553	3	N
KTNN AM 660 Website	Troy Little, General Manager	PO Box 2569 Window Rock, AZ 86515	(928)871-3553	3	N
Capital Country 96.1/99.5 Website	Troy Little, General Manager	PO Box 2569 Window Rock, AZ 86516	(928)871-3553	1	N
Station Posting	Troy Little, General Manager	PO Box 2569 Window Rock, AZ 86516	(928)871-3553	0	N
The Navajo Times	Tom Arviso	PO Box 310 Window Rock, AZ 86515	(928)871-1130	0	N
New Mexico Broadcasters Association	Suzan Strong	2333 Wisconsin St., NE Albuquerque, NM 87110	(505)881-4444	0	N
Arizona Broadcasters Association	Chris Cline	555 N Central Ave, Suite 302, Phoenix, AZ 85004-1248	(602)252-4833	0	N

6) Total # of Interviewees Referred: For the period from **May 23, 2020 to May 22, 2021**, this Employment Unit Interviewed 14 interviewees for full time vacancies.

7) Supplemental Recruitment Initiatives.

NOTE: The outbreak of coronavirus/COVID-19 has caused numerous companies and event organizers to postpone, reschedule or even cancel public events. Due to regulations and advisories from governments and public health organizations banning large gatherings of people, various local, national and international events, including sporting events, concerts and conferences, did not take place as scheduled.

a) Initiative: Participation in Events/Programs Sponsored by Educational Institutions.

1. In an effort to encourage more Native American students to seek careers in the broadcast industry, Northern Arizona University has collaborated with broadcast industry sponsors to host a Native American High School Broadcast Workshop in June 2020. **(Event Cancelled)**

2. Arizona's Virtual Career Mixer - University of Arizona Student Engagement & Career Development hosted event to facilitate interaction between employers, students, and alumni. Employers educate students and prospective job applicants about their company. General Manager, Troy Little participated on Wednesday, June 03, 2020.

b) Initiative: Mentoring Program for Station Personnel.

NBE maintains a mentoring program through which station employees expressing an interest in a particular area of radio broadcasting may receive career guidance and counseling. These areas include programming, sales, marketing, engineering, and administration. Supervisory personnel providing the mentoring guidance include, the General Manager, Acting Lead Talent, Production Coordinator, Music Director, Promotions Coordinator, and Sales personnel.

c) Initiative: Staff Training

1. Weekly webinars for various computer software programs.
2. P1 Learning Sales Webinars. (NMBA)
3. Strategies to Re-engage your advertisers and RE-establish your marketing partnerships, May, 27, 2020.
4. Arizona's Career Mixer Webinar & Home Base (ABA), June 03, 2020
5. The Future of Radio: Why Now is the Time for Digital Advertising, June 30, 2020
6. Transmission Talk Tuesday - Back-Ups and STL, August 18, 2020
7. GPC Economic Outlook 2021 (Greater Phoenix Chamber), Sept. 23, 2020
8. Reopening Your Event in the Time of Covid-19, December 04, 2020
9. Weyland Wednesdays - How to Get More Appointments, Feb 24, 2021

d) Initiative: Outreach Program to the Community and Civic Organizations.

1. KTNN AM/FM and KWRK FM personalities, producers, and management host radio station tours for various schools within the Navajo Nation and surrounding border towns. The staff explain the different job positions for each station with an emphasis on on-air personality and producer. ** The Radio Station Building was closed to the public from March 2020 to present, no station tours were done.*

2. Native Broadcast Enterprise awarded 01 scholarships for the Spring 2021 Semester to a Native American college student majoring in one of the following fields: Broadcasting, Communications, Journalism, Accounting, Marketing, Management, and Radio Engineering.

e) Initiative: Station Sponsored Event(s).

1. Annual Golf Tournament - *(Event Cancelled)*

f) Initiative: Student Internship / Youth Employment

Due to the Coronavirus/Covid-19 Pandemic student internships and youth employment were not available.

h) Initiative: New Mexico Broadcasters Virtual Job Fair.

All Stations participated in the New Mexico's Broadcasters Virtual Job Fair the week of February 22, 2021. Our hiring agent of record was Troy Little and the stations that participated were: KTNN AM, KWRK FM, KCAZ FM, KTNN FM, and KKNS AM.