

**LIST OF ALL FULLTIME POSITIONS FILLED**  
**8/1/20 -7/31/21**

<b><u>Job Title</u></b>	<b><u>Station</u></b>	<b><u>Date Filled</u></b>	<b><u>Referral Source</u></b>
Sales Account Executive	KNCO	10/19/2020	Craig's List*

\* Although Licensee listed the position via social media (Facebook and station-related websites), online classified advertisements (Craig's List), on-air announcements and notifying our usual group of institutions (detailed below), the individual who was hired was the only respondent to the multiple listings. Also, please note that the individual who was hired separated their employment from the Licensee within less than sixty days after starting their employment; due to adverse conditions of the broadcast industry in the community of license, Licensee is not able to re-list this position at this time.

Nevada County Broadcasters  
**RECRUITMENT SOURCES FOR EACH JOB VACANCY**  
8/1/2020 -7/31/21

Due to COVID pandemic all employee recruitment was done virtually/ on-line. Job availability was posted on social media pages (Facebook KNCO 830 & STAR 94) as well as the employee recruitment sources listed below. On-air mentions were also accommodated as well as Craigslist.com.

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](http://www.calbroadcasters.org)

Nevada County Broadcasters  
**EMPLOYEE RECRUITMENT SOURCES**

National Association of State Broadcasters -Job Bank  
[www.careerpage.org](http://www.careerpage.org)

Craig's List  
[www.craigslist.com](http://www.craigslist.com)

Nevada County Help Wanted -Job Bank  
[www.nevadacountyhelpwanted.com](http://www.nevadacountyhelpwanted.com)

Auburn Journal –Classified  
Auburn CA 95603

The Union Newspaper –Classified  
Grass Valley CA 95945

KNCO Website: [www.knco.com](http://www.knco.com)  
KNCO-FM Website: [www.mystarradio.com](http://www.mystarradio.com)

Nevada County Broadcasters  
**DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES DURING PREVIOUS TWO YEARS**  
Period 8/1/19 to 7/31/21

**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 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.