

EEO Public File Report

For the period from September 22, 2014 to September 21, 2015

Capital Community Broadcasting, Inc.

This report covers the following employment unit:

KTOO-FM, Juneau, Alaska
KTOO-TV, Juneau, Alaska
KRNN, Juneau, Alaska
KXLL, 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	Date Filled
Operations Manager	2/4/2015
Arts & Culture Producer	1/22/2015
Programming Manager	7/1/2015
Digital Media Manager	3/23/2015
News Reporter	3/30/2015

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

Source	Name, address, contact person, phone number
Internal CCBI posting	CCBI, 360 Egan Drive, Juneau, Alaska 99801 907-586-1670
KTOO websites	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
Alaska Job Center Network/Juneau Job Service	http://www.jobs.state.ak.us/employer.htm
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
University of Alaska Southeast	Career Services & Communications Department
University of Alaska Fairbanks	Journalism Department Chair
Alaska Public Broadcasting, Inc. website & listserv	www.akpb.org
Alaska Press Club	http://alaskapressclub.com/
KTOO volunteer listserv	e-mail to all KTOO volunteers
Juneau Arts & Humanities Council	www.jahc.org
Perseverance Theatre	Email position announcement to staff at Perseverance Theatre

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
Operations Manager	Internal, ktoo.org, ABA, NASBA, CPB Jobline, Alaska Public Broadcasting , Facebook, Alaska Public Broadcasting listserv, Volunteer listserv.	CPB Jobline
Arts & Culture Producer	Internal, ktoo.org, Alaska Public Broadcasting, CPB Jobline, Facebook, Alaska Public Broadcasting listserve	Internal posting
Programming Manager	Internal, ktoo.org, Alaska Job Center, ABA, NASBA, Alaska Public Broadcasting, Facebook, Alaska Public Broadcasting listserv	Ktoo.org
Digital Media Manager	Internal, ktoo.org, Alaska Public Broadcasting website, Facebook, Alaska Public Broadcasting listserv, CPB Jobline	CPB Jobline
News Reporter	Internal, ktoo.org, Facebook, Alaska Public Broadcasting website, Alaska Press Club	Alaska Press Club

During the reporting period, there were 13 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	2
KTOO websites	2
KTOO Facebook pages	2
Alaska Job Center Network/Juneau Job Service	0
National Alliance of State Broadcasters Associations CareerPage website	0
Alaska Broadcasters Association website	0
CPB Jobline	4
University of Alaska Southeast	0
University of Alaska Fairbanks	0
Alaska Public Broadcasting, Inc. website & listserv	0
Alaska Press Club	2
Northwest Alliance for Community Media	0
Facebook	1
KTOO volunteer listserv	0
Perseverance Theatre	0
Juneau Arts & Humanities Council	0

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: Since our last report, we have secured additional funding to continue our paid internship program. We placed three interns in news and public affairs and digital media during the report period. We recruit widely for interns from Alaska's universities and high schools and from institutions in other states. We note that five of our most recent interns have been placed in full-time jobs in public media subsequent to their internships with us.

Participation in scholarship programs directed to students interested in pursuing a career in broadcasting: The General Manager of CCBI 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. The General Manager helps plan the program and reviewed applications and participated in the selection of scholarship recipients in May of 2015.

Revised March 2017