

**KLRN-TV**  
**501 Broadway**  
**San Antonio, Texas 78215**

## EEO Public File Report

April 1, 2007 – March 31, 2008

KLRN-TV is an Equal Opportunity Employer

### Full Time Job Vacancies/Interviewee Data

Position	Job Title	Date Filled	Total # of People Interviewed	Source which Referred Interviewee/Recruitment Sources	No. of Interviewees Per Source	Hiree Referral Source
1.	Account Executive	4/16/07	7	KLRN Website Express News Employee Referral Internal Candidate	1 4 1 1	Internal Candidate
2.	Editor/Producer	4/30/07	7	Express News KLRN Website Employee Referral	4 2 1	Employee Referral
3.	Administrative Assistant Marketing	5/7/07	7	Express News KLRN Website Non-Employee Referral	5 1 1	Express News
4.	Volunteer Coordinator	5/19/07	7	Express News KLRN Website	6 1	Express News
5.	Director of Institutional Advancement	6/12/07	4	Express News Texas Non Profit Website KLRN Website	2 1 1	Express News
6.	Director of School Services	7/23/07	7	Express News KLRN Website UTSA	4 2 1	Express News
7.	Education Associate	7/24/07	4	Express News	2	Express

						KLRN Website Texas Non-Profit Website	1 1	News
8.	Administrative Assistant Production	8/14/07	10			Express News KLRN Website	9 1	KLRN Website`
9.	Volunteer Coordinator	8/21/07	9			Express News-Yahoo Internal Candidate Employee Referral	6 1 2	Internal Candidate
10.	Institutional Advancement Assistant	9/4/07	6			Express News-Yahoo KLRN website	5 1	Express News- Yahoo
11.	Account Executive	9/06/07	6			Express News-Yahoo KLRN website	5 1	KLRN website
12.	Accountant	9/12/07	8			Express News-Yahoo	8	Express News
13.	Master Control Broadcast Operator	9/17/07	3			Express News-Yahoo KLRN Website	2 1	KLRN Website
14.	Public Relations Representative	10/9/07	14			Express News-Yahoo KLRN Website Trinity University Employee Referral	7 4 1 2	Employee Referral
15.	Administrative Assistant Marketing	10/22/07	8			Express News-Yahoo KLRN Website Non-Employee Referral	5 2 1	KLRN website
16.	Development Information Assistant	1/22/08	8			Express News-Yahoo KLRN Website	7 1	Express News- Yahoo

Total number of interviewees for  
all full time positions 115

There is also attached hereto a narrative description of the station's Supplement EEO Outreach Activities (Attachment B).

**Notice:** Organizations that regularly distribute information about employment opportunities to job seekers or refer job seekers to employers may request KLRN TV to provide them with information about full-time openings at the station. Such requests must include the organization's name, mailing address, e-mail address, telephone number and contact person, and identify the category or categories of job openings for which it requests notices. Requests should be directed to Patrick Lopez, 501 Broadway, San Antonio, TX 78215. KLRN-TV is an Equal Opportunity Employer.

List of Recruitment Sources and Total Number Interviewees Referred By Each Recruitment Source

No.	Source	Contact	Address	Telephone	Total No. of Interviewees Referred
1	San Antonio Express News	Karen Carter	P.O. Box 2925 San Antonio, TX 78299-2925 <a href="mailto:karenc@express-news.net">karenc@express-news.net</a>	210-250-2376	36
2	KLRN Website	Patrick Lopez	501 Broadway San Antonio, TX 78215 <a href="mailto:personnel@klrn.org">personnel@klrn.org</a>	210-270-9000	20
3	University of Texas at San Antonio	Career Services	6900NW Loop 1604 W San Antonio, TX 78249 <a href="http://myinterfaase.com/utsa/employer">myinterfaase.com/utsa/employer</a>	210-458-4589	1
4	St. Philips College	Career Services	1801 Martin Luther King Dr. San Antonio, TX 78203 <a href="http://www.accd.edu">www.accd.edu</a>	210-531-3397	
5	San Antonio College	Career Services	1300 San Pedro San Antonio, TX 78212 <a href="http://www.accd.edu">www.accd.edu</a>	210-733-2144	
6	University of the Incarnate Word	Career Services	4301 Broadway San Antonio, TX 78209 <a href="http://myinterfaase.com/uiwtx/employer">myinterfaase.com/uiwtx/employer</a>	210-829-3931 Fax 210-829-6094	
7.	Texas Association of Broadcasters Website	Craig Bean	502 E. 11 <sup>th</sup> Street, Suite 200 Austin, TX 78701	512-322-9944	
8.	Employees Referrals	Patrick Lopez	501 Broadway San Antonio, TX 78215 <a href="mailto:personnel@klrn.org">personnel@klrn.org</a>	210-270-9000	6
9.	Trinity University	Career Services	One Trinity Place San Antonio, TX 78212 <a href="mailto:careerservices@trinity.edu">careerservices@trinity.edu</a>	210-999-8321	1
10.	Our Lady of the Lake University	Career Services	411 S.W. 24 <sup>th</sup> Street. UWAC106 San Antonio, TX 78207	210-431-3971	

				myinterfase.com/oll/employer		
11.	Palo Alto College	L. Ortega		1400 W. Villaret San Antonio, TX www.accd.edu	210-921-5398	
12.	CPB website			Stations.cpb.org/jobline		
13.	St. Mary's University	Career Services Center Shelly Garcia		One Camino Center San Antonio, TX 78228 myinterfase.com/stmary/employer	210-436-3102	
14.	Board Member Referrals	Patrick Lopez		501 Broadway San Antonio, TX 78215 personnel@kklrn.org	210-270-9000	
15.	Volunteer Referral	Patrick Lopez		501 Broadway San Antonio, TX 78215 personnel@kklrn.org	210-270-9000	
16.	Non-Employee Referral	Patrick Lopez		501 Broadway San Antonio, TX 78215 personnel@kklrn.org	210-270-9000	2
17.	Society for Broadcast Engineers	K. Jones		9102 North Meridian Street Suite 150 Indianapolis, IN 46260 www.sbe.org	317-846-9000	
18.	Internal Candidate	Patrick Lopez		501 Broadway San Antonio, TX 78215 personnel@kklrn.org	210-270-9000	2
19.	Texas Non-Profit Website	txnp@txnp.org		P.O. Box 90509 San Antonio, TX 78209 www.txnp.org	210-805-9505	2
20.	Yahoo Hotjobs Express News	Karen Carter		P.O. Box 2925 San Antonio, TX 78299-2925 karenc@express-news.net	1-866-753-3200	45

- Asterisk denotes recruitment sources which requested job notification announcements

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### **Statement of Supplemental EEO Outreach Activities:**

KLRN has created two web-based resources designed for high school age students, with a job skills focus. One is an entire site [www.careerfest.net](http://www.careerfest.net) designed to introduce students to career tracks with desirable in-demand jobs. Visitors to this site can see "day in the life" streaming video segments about aviation careers at Southwest Airlines, and learn about career opportunities in a total of 16 career areas. This site was implemented and is maintained by KLRN, for use by students, parents and employers in the region.

Another very engaging web resource created and maintained by the station is related to our broadcast of a program "Fresh Cuts." These programs showcase the video works created by area high school and college students, featuring the filmmakers as well as samples of their work. The companion web site has streaming media versions of the videos plus additional information about the students involved.

Both of these sites, in an entertaining and engaging way, engage students in understanding that good jobs don't "just happen" -- they are the product of training, practice and conscientious execution to meet the expectations of their employer. Although the "Fresh Cuts" project is specifically about producing media for broadcast, the Careerfest site actually employs some of the same job skills to convey career information. The Careerfest site has information about several broadcast careers including Broadcast Sound Technician, News Reporter and Director.

The station's Sr. VP of Finance and Administration was a participant in PBS's Leadership Diversity Program and attended training on EEO, diversity and discrimination.

The station also hosted tours of the station and gave presentations for various community groups and schools that highlight what the station does for the community as well the various jobs and careers in broadcasting.

The station participates in various job banks and outreach newsletters of media trade groups whose membership includes substantial participation of women and minorities, such as PBS Connect, CPB website, St. Phillips College, Palo Alto College and San Antonio College.

Additionally, the station sends various personnel to a variety of training seminars and conferences that enables staff to acquire skills that can qualify them for higher positions. During the last year some of the conferences attended by personnel were: PBS Development Conference, PBS Technology Conference, NAB, TAB, Ready to Learn Conference, National Center for Outreach Conference, and the Public Broadcasting Management Association Conference. One of the staff members involved in the training was promoted from Vice President of Institutional Advancement to Senior Vice President of Institutional Advancement during the past year.

The station is participating in an internship program with the Corporation for Public Broadcasting and The Emma Bowen Foundation. The station has an intern from the program that will work in several departments over five summers. During this past year the intern worked in our Education and Public Relations departments. In addition, the station has an internship program available that places college students in several department areas through out the station. The program requires that the student get college credit for participation.