

**EEO PUBLIC FILE REPORT**

**This Report covers full-time vacancy recruitment data for the period: July 23, 2022 – July 22, 2023**

**1) Employment Unit: KCLU Radio, Thousand Oaks, CA**

**2) Unit Members (Stations and Communities of License): KCLU-FM, Thousand Oaks, CA  
KCLU, Santa Barbara, CA  
KCLM, Santa Maria, CA**

**3) EEO Contact Information for Employment Unit:**

Mailing Address:  KCLU Radio 60 W. Olsen Rd #4400 Thousand Oaks, CA 91360	Telephone Number: 805-493-3925
	Contact Person/Title: Mary D. Olson
	E-mail Address: molson@callutheran.edu

**4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
Morning Host/Producer	Industry referral

**5) Job Title: Morning Host/Producer                      Referral Source of Hiree: Industry referral**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
CPB Job Board	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
PRPD website	prpd.org/	1108 S Braddock Ave Ste C, Pittsburgh, PA 15218	412-838-2815	0	NO
Current	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
LinkedIn	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO

**California Lutheran University's KCLU is an Equal Opportunity Employer**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
Chronicle.com	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
MPNDiversityJobs.com	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
HigherEdJobs.com	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
AcademicCareers.com	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
InsideHigherEd.com	JobElephant	5443 Freemontia Ln, San Diego, CA 92115	619-795-0837	0	NO
Industry Referral	N/A	N/A	N/A	1	NO

**6) Total # of Interviewees Referred:** For the period from **July 23, 2022 – July 22, 2023**, this Employment Unit interviewed 1 interviewee for 1 full-time job vacancy.

**7) Supplemental Recruitment Initiatives.**

Training Program: The Employment Unit has a program under which its employees are provided with guidance by higher level staff so that they can learn more about the skills required for senior level positions in broadcasting. The Employment Unit has provided multiple, webinar-based professional development opportunities for its employees through its memberships in Greater Public (fundraising and marketing) used throughout the year by the Director of Member Services, Public Radio Program Directors, Inc. (broadcast programming practices) of which the Director of Programming and Operations is an active member, the California Newsroom Hub (editorial training) used regularly by the Podcast Producer, and the Corporation for Public Broadcasting (diversity, equity, inclusion). The training program helps employees acquire skills that could qualify them for higher level positions both at our stations and in the broadcasting field in general.

Mentoring Program: The Employment Unit maintains a mentoring program for station personnel that helps personnel acquire skills that could qualify them for higher-level positions. The Employment Unit’s News Director and General Manager work with the Podcast Producer on story ideas and provide leads and contacts to help her build a source list throughout the tri-counties.

Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

- a. All employees, including Employment Unit management-level personnel, complete an annual EEOC online course which includes equal employment opportunity and methods to prevent discrimination. The Employment Unit’s general manager emphasizes the importance of the course and requires all employees to notify her when they have completed it. The general manager confers with the HR

department to ensure that all station personnel, including management-level personnel, have completed the course, ensuring compliance.

- b. All employees of the Licensee, including all station management-level personnel, are required to take the following annual training courses:
  - Title IX
  - Sexual Misconduct
  - Family Educational Rights and Privacy Act

Events/programs sponsored by educational institutions

- a. The Employment Unit’s general manager spoke with students from Westlake High School on February 8<sup>th</sup>, 2023. Discussions included potential careers in broadcasting.
- b. The Employment Unit’s general manager hosted high school students for “Shadow Day” in conjunction with Rotary as part of an effort to educate and encourage young women and minorities to consider a career in broadcasting. Students from area high schools including Thousand Oaks High School, Westlake High School, Newbury Park High School, and Conejo Valley Continuation School attended.
- c. The Employment Unit’s news director spoke with communications students from California Lutheran University on April 19, 2023. Discussions included potential careers in broadcasting.
- d. The Employment Unit’s news director spoke with a group of Public Information Officers for Public Safety Agencies on March 23, 2023. Discussions included how government agencies can work with news outlets to get information to the public.