

**KUED, KUES, KUEW (UNIVERSITY OF UTAH)**  
**EEO PUBLIC FILE REPORT**  
(June 1, 2021 thru May 20, 2022)

**RECRUITMENT SOURCES USED FOR FULL-TIME VACANCIES**

Appendix A includes a mailing list of referral organizations, who receive notice of station full-time job vacancies. Contact information is included. Code numbers are assigned each organization on the list and are referenced, where applicable, for each job opening.

The mailing list is open to any subscriber so the list of individuals and/or organizations that receive information about job postings may be broader than the referral source list in Appendix A. New subscribers may be an organization or a private individual. An invitation is sent annually to new organizations asking if it will provide more contact information.

**FULL-TIME POSITIONS FILLED AND RECRUITMENT SOURCES USED**

**1 ) KUED Production Assistant PRN25668B**

Notice sent to Referral Source list for entries on or before 3-29-21  
Date Filled: 6-10-21  
Number of Interviewees: 10  
Interviewees according to Referral Source: B6=3; C43=7  
Hiree: C43

**2 ) KUED Academic Program Manager PRN26435B**

Notice sent to Referral Source list for entries on or before 6-9-21  
Date Filled: 8-16-21  
Number of Interviewees: 8  
Interviewees according to Referral Source: B1=1; B6=4; B7=2; C43=1  
Hiree: B6

**3 ) KUED Development Officer PRN26815B**

Notice sent to Referral Source list for entries on or before 7-7-21, Handshake, SLCC, University Neighborhood Partners, KSL and Indeed.com  
Date Filled: 8-23-21  
Number of Interviewees: 3  
Interviewees according to Referral Source: B6=1; B7=2  
Hiree: B7

**4 ) KUED Education Coordinator PRN28136B**

Notice sent to Referral Source list for entries on or before 10-22-21  
Date Filled: 12-21-21  
Number of Interviewees: 10  
Interviewees according to Referral Source: B6=4; B7=4; C43=2  
Hiree: B7

**5 ) KUED Public Relations Assoc PRN28397B**

Notice sent to Referral Source list for entries on or before 11-8-21 – Indeed.com  
\$150, KSL \$75

Date Filled: 2-1-22

Number of Interviewees: 6

Interviewees according to Referral Source: B6=2; C43=4

Hiree: C43

**6 ) KUED Videographer PRN29172B**

Notice sent to Referral Source list for entries on or before 2-1-22

Date Filled: 5-19-22

Number of Interviewees: 10

Interviewees according to Referral Source: B6=2; C43=4

Hiree: C43

**TOTAL INTERVIEWEES FOR FULL-TIME POSITIONS**

47 Persons

**NUMBER OF INTERVIEWEES FROM REFERRAL SOURCES USED**

**B1=1; B6=15; B7=11; C43=20**

**SUPPLEMENTAL OUTREACH ACTIVITIES**

Appendix B contains a brief description of activities from the *FCC Menu* of outreach initiatives undertaken during the reporting period, including station personnel involved in the activities.

## APPENDIX A: EMPLOYMENT REFERRAL AND RECRUITMENT (REFERRAL SOURCE LIST)

Updated: 4-29-22; Created 5/21/03

### Job Service Locations

#### Notes

- The University has a signed contract with Utah DWS.
- Postings are sent to the State Employment Team via [postajob@utah.gov](mailto:postajob@utah.gov) or by fax at 801-526-4321 or 1-866-968-0060.
- DWS Employment Centers do not have direct phone numbers; calls are directed to a general call center at 801-526-0950 or 1-866-435-7414.

Agency	Contact	Phone	Address	E-mail	Date Entered
<b>A1</b> Department of Workforce Services Employer Services	State Employment Team	801-526-0997 1-888-920-9675	140 East 300 South, SLC, UT 84111	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	10/5/17
<b>A1</b> Department of Workforce Services Employer Services	Amy Rindlisbacher	801-526-0997 1-888-920-9675	140 East 300 South, SLC, UT 84111	<a href="mailto:amyrindis@utah.gov">amyrindis@utah.gov</a>	10/5/17
<b>Workforce Service Centers</b>					
Beaver Employment Center	N/A	N/A	875 North Main / PO Box 1138, Beaver, UT 84713	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	
Blanding Employment Center	N/A	N/A	544 North 100 East, Blanding, UT 84511	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	
Brigham City Employment Center	N/A	N/A	138 West 990 South, Brigham City, UT 84302	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	

Agency	Contact	Phone	Address	E-mail	Date Entered
Cedar City Employment Center	N/A	N/A	176 East 200 North / PO Box 669, Cedar City, UT 84720	postajob@utah.gov	
Clearfield Employment Center	N/A	N/A	1290 East 1450 South, Clearfield, UT 84015	postajob@utah.gov	
Delta Employment Center	N/A	N/A	44 South 350 East, Delta, UT 84624	postajob@utah.gov	
Emery County Employment Center	N/A	N/A	550 West Hwy 29/ PO Box 859, Castle Dale, UT 84513	postajob@utah.gov	
Heber City Employment Center	N/A	N/A	69 North 600 West, Ste C, Heber, UT 84032	postajob@utah.gov	
Junction Employment Center	N/A	N/A	550 North Main / PO Box 127, Junction, UT 84740	postajob@utah.gov	
Kanab Employment Center	N/A	N/A	468 East 300 South, Kanab, UT 84641	postajob@utah.gov	
Lehi Employment Center	N/A	N/A	557 West State St, Lehi, UT 84043	postajob@utah.gov	
Loa Employment Center	N/A	N/A	18 South Main / PO Box 267, Loa, UT 84747	postajob@utah.gov	
Logan Employment Center	N/A	N/A	446 North 100 West, Logan, UT 84321	postajob@utah.gov	
Bridgerland Technical College Employment Center	N/A	N/A	1301 North 600 West, Logan, UT 84321	postajob@utah.gov	
Manti Employment Center	N/A	N/A	55 North Main, Ste #3, Manti, UT 84642	postajob@utah.gov	
Midvale Employment Center	N/A	N/A	7292 South State, Midvale, UT 84047	postajob@utah.gov	
Moab-South Employment Center	N/A	N/A	457 Kane Creek Blvd, Moab, UT 84532	postajob@utah.gov	
Nephi Employment Center	N/A	N/A	625 North Main, Nephi, UT 84648	postajob@utah.gov	

Agency	Contact	Phone	Address	E-mail	Date Entered
Ogden Employment Center	N/A	N/A	480 East 27th Street, Ogden, UT 84401	postajob@utah.gov	
Panguitch Employment Center	N/A	N/A	665 North Main Street, Panguitch, UT 84759	postajob@utah.gov	
Park City Employment Center	N/A	N/A	1846 Prospector Ave / PO Box 680697 Park City, UT 84068	postajob@utah.gov	
Price Employment Center	N/A	N/A	475 West Price River Drive, Ste 300, Price, UT 84501	postajob@utah.gov	
Provo Employment Center	N/A	N/A	1550 North 200 West, Provo, UT 84604	postajob@utah.gov	
Richfield Employment Center	N/A	N/A	115 East 100 South, Richfield, UT 84701	postajob@utah.gov	
Roosevelt Employment Center	N/A	N/A	140 West 425 South 330-13, Roosevelt, UT 84066	postajob@utah.gov	
St. George Employment Center	N/A	N/A	162 North 400 East Bldg B, St. George, UT 84770	postajob@utah.gov	
Salt Lake City Metro Employment Center	N/A	N/A	720 South 200 East, SLC, UT 84111	postajob@utah.gov	
South County Employment Center	N/A	N/A	5735 South Redwood Rd, Taylorsville, UT 84123	postajob@utah.gov	
South Davis Employment Center	N/A	N/A	763 West 700 South, Woods Cross, UT 84015	postajob@utah.gov	
Spanish Fork Employment Center	N/A	N/A	1185 North Chappel Dr, Spanish Fork, UT 84660	postajob@utah.gov	
Tooele Employment Center	N/A	N/A	305 North Main Street, Ste 100, Tooele, UT 84074	postajob@utah.gov	
Vernal Employment Center	N/A	N/A	1050 West Market Dr, Vernal, UT 84078	postajob@utah.gov	

## College Recruiting/Educational Institutions

	Agency	Contact	Phone	Address	E-mail	Date Entered
<b>B1</b>	KUEN/KUED/KUER Staff	Staff	801-581-7777	101 Wasatch Dr, SLC, UT 84112	ebc@lists.utah.edu	3/28/03
<b>B2</b>	KUEN/KUED/KUER website	Nick Loomans	801-585-6021	250 East 200 South Ste 125, SLC, UT 84111	ebc@lists.utah.edu	3/28/03
<b>B3</b>	Morgan County School District	Jana Brown	801-829-3411	PO Box 530, Morgan, UT 84050	jbrown@morgansc.org	3/28/03
<b>B4</b>	Salt Lake Community College	Jack Hesleph	801-957-4013	4600 South Redwood Rd, SLC, UT 84130	Jack.hesleph@slcc.edu	3/28/03
<b>B5</b>	Southern Utah University	Marisa Coburn	435-586-5483	351 West Center St, Cedar City, UT 84720	careercenter@suu.edu	3/28/03
<b>B6</b>	University of Utah Human Resources (web)	Nick Loomans	801-585-6021	250 East 200 South Ste 125, SLC, UT 84111	Nicholas.Loomans@utah.edu	3/28/03
<b>B7</b>	University of Utah Staff (campus referral)	varied	varied	250 East 200 South Ste 125, SLC, UT 84111	Nicholas.Loomans@utah.edu	3/28/03
<b>B8</b>	University of Utah Instructional Media Services	Jeanne Krogen	801-581-6779	207 MBH, SLC, UT 84112	jkrogen@ims.utah.edu	3/28/03
<b>B9</b>	University of Utah University Press	Hannah New	801-585-0080	Marriott Library Ste 5400, SLC, UT 84112	hannah.new@utah.edu	3/28/03
<b>B10</b>	Utah State Board of Regents	Julie Vincent/ Anya Turner/ Kiersten Allred	801-321-7124	60 South 400 West, 5th Floor, SLC, UT 84101	HR@utahsbr.edu	3/28/03
<b>B11</b>	Weber State University Career Services	Pat Wheeler	801-626-7914	1105 University Cir, Ogden, UT 84408-1105	pwheeler@weber.edu	3/28/03
<b>B12</b>	Weber State University	Betty Simons	801-626-6960	1105 University Cir, SC Rm 230, Ogden, UT 84408-1105	bsimons@weber.edu	3/28/03

	Agency	Contact	Phone	Address	E-mail	Date Entered
<b>B13</b>	West High School	Connie Wyckoff, CTE Specialist/ Coordinator SLCSD	801.578.8500 ext. 383	241 North 300 West, SLC, UT 84103	Connie.Wyckoff@s lcschools.org	3/28/03
<b>B14</b>	Carbon School District, Adult Education	Nelda Grundy	435-613-3145	251 West 400 North, Price UT 84501	grundyn@carbons chools.org	3/28/03
<b>B16</b>	University of Utah Department of Marketing	Paul Dowling	801-581-7489	1645 East Campus Center Dr, #107, SLC, UT 84112	mktpd@business.u tah.edu	11/10/05
<b>B17</b>	Weber State University	Larry Burdett	801626-8765	1105 University Cir, Ogden, UT 84408-1105	larryburdett@webe r.edu	10/27/08
<b>B18</b>	Weber State University, Data Center (Weber ATC)	Theresa Walker	801-627-8413	200 North Washington Blvd, Ogden, UT 84404	walkert@owatc.ed u	10/27/08
<b>B19</b>	Career Services (Utah State)	Eddy Tsing	435-797-1748	4305 Old Main Hill, University Inn Room 102, Logan, UT 84322	career.services@u su.edu	3/19/09
<b>B20</b>	Utah State University	Kim Latu	435-797-1745	4205 Old Main Hill, Logan, UT 84322-4305	kim.latu@usu.edu	12/5/11
<b>B21</b>	Davis Applied Technology College	Alex Johnson	801-593-2399	550 East 300 South, Kaysville, UT 84067	alex.johnson@davi stech.edu	5/26/16
<b>B22</b>	BYU Career Placement	Scott Greenhalgh	801-422-7600	2400A WSC, Provo, UT 84602	cougarcareers@by u.edu	5/26/16
<b>B23</b>	City Academy	Crystal Boteju or Sonia Woodbury	801-596-8489	550 East 200 South SLC UT 84102	office@cityacadem yslc.org	5/26/16
<b>B24</b>	Davis School District	Sandra DeCaire	435-760-5538	45 East State Street, Farmington, UT 84025	<a href="mailto:sdecaire@dsdmail.net">sdecaire@dsdmail.net</a>	5/27/16
<b>B25</b>	North Sanpete School District: Adult Education	Ben Cox	435-462-2452	220 East 700 South, Mt Pleasant, UT 84647	ben.cox@nsanpete .org	5/27/16
<b>B26</b>	South Summit School District	Kip Bigelow	435-783-4301	285 East 400 South, Kamas, UT 84036	kbigelow@ssummit .org	5/27/16

	Agency	Contact	Phone	Address	E-mail	Date Entered
<b>B27</b>	Stansbury High School	Tom Rathke	435-882-2479	5300 Aberdeen Lane, Toole, UT 84074	trathke@gmail.com	5/27/16
<b>B29</b>	SLCC Diversity & Multicultural Affairs	Shellie Jo Enscoe, Director	801-957-4415	4600 South Redwood Rd, STC 246, SLC, UT 84130	shellie.enscoe@slcc.edu	10/3/17
<b>B30</b>	Broadview University	Crystal Beweerd	801-542-7223	1902 West 7800 South, West Jordan, UT 84088	cdeweerd@broadviewuniversity.edu	10/3/17
<b>B31</b>	LDS Business College	Reception	801-524-1925	95 North 300 West, SLC, UT 84101-3500	employmentcenter@LDSBC.edu	10/10/17
<b>B32</b>	Idaho State University: Communication, Media & Persuasion	Carrie Page	208-282-3695	921 S 8th Ave, Stop 8242, Frazier Hall, Room 219, Pocatello, ID 83209	cmp@isu.edu	10/12/17
<b>B33</b>	BYU School of Communication	Debbie Jackson or front desk	801-422-2997	360 BRMB, Provo, UT 84602	<a href="mailto:comms_secretary@byu.edu">comms_secretary@byu.edu</a>	10/12/17
<b>B34</b>	BYU Theater & Media Arts	Elizabeth Funk	801-422-7768	DD581 HFAC, Provo, UT 84602	elizabeth_funk@byu.edu	10/12/17
<b>B35</b>	Salt Lake Community College: Career Services	Will Unga	801-957-4210	1575 South State, SLC, UT 84115	will.unga@slcc.edu	10/17/17
<b>B36</b>	Salt Lake Community College Center for Arts & Media	Josh Elstein	801-957-3127	1575 South State; Room 2-009C, SLC, UT 84115	josh.elstein@slcc.edu	10/17/17
<b>B37</b>	CTI (Career Services Network)	Vaughn Taylor	801-440-6380	842 East Three Fountains Dr Ste192, SLC, UT 84107	vaughn.cti@gmail.com	10/17/17
<b>B38</b>	University of Utah Communication Department	Cameron Vakilian	801-581-6889	255 South Central Campus Dr, LNCO Rm 2400, SLC, UT 84112	comm-advisor@utah.edu	10/18/17
<b>B40</b>	University of Utah Film and Media Arts	Jennifer Humphreys	801-581-5127	375 South 1530 East, Rm 270, SLC, Utah 84112	jenni.humphreys@utah.edu	11/21/17

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
<b>B41</b>	West High Career and Technical Center	Connie Wyckoff, CTE Specialist/Coordinator SLCS	801.578.8500 ext. 383	1633 Edison Street, SLC, UT 84115	Connie.Wyckoff@slcschools.org	11/21/17
<b>B42</b>	Art Institute of SLC	Reenie McFarland	801-601-4712	121 West Election Rd, SLC, UT 84020	mmacharris@aia.edu	5/8/18
<b>B43</b>	Utah Valley University	Kaylen Dodson	801-863-7438	800 West University Parkway, Mail Stop: 203 University, Orem, UT 84058-5999	Kaylen.dodson@uvu.edu	10/2/18
<b>B44</b>	Columbia College of Salt Lake	David Stoddard	801-281-6677	5250 South Commerce Dr, Ste 300, Murray UT 84107	dgoddard@ccis.edu; saltlake@ccis.edu	10/17/07 updated 2/19/19

### Community/Minority Agencies

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-Mail</b>	<b>Date Entered</b>
<b>C2</b>	Alliance House	Amber Mackay	801-486-5012	1724 South Main, SLC, UT 84115	amberm@vmh.com	5/26/16
<b>C3</b>	Boys/Girls Club of Greater Salt Lake	Carley Cahoon	801-322-4411	PO Box 57071, Murray, UT 84157	ccahoon@gsclclubs.org	5/26/16
<b>C4</b>	Broadcast Employment Services (TVJobs.com)	Mark C. Holloway	760-754-8177	PO Box 4116, Oceanside, CA 92052	jobs@tvjobs.com	11/10/05
<b>C7</b>	Center for Ethnic Student Affairs (CESA)	Feleti Fatu Matagi	801-581-8151	200 South Central Campus Drive SLC, UT 84112	f.matagi@utah.edu	5/27/16
<b>C8</b>	Housing Authority of Salt Lake County	Virginia Sertain	801-284-4400	3595 South Main, SLC, UT 84105	vsertain@hacsl.org	5/8/18
<b>C11</b>	Indian Training & Education Center	Janie Ridd	801-484-4447	1865 South Main, SLC, UT 84115	jridd@qwest.net	5/8/18

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-Mail</b>	<b>Date Entered</b>
<b>C13</b>	Keith Kippen	Keith Kippen	801-773-2468	3105 West 4800 South, Roy, UT 84067	kippenks@yahoo.com	10/3/17
<b>C14</b>	NAACP	Jeanetta Williams	801-250-5088	PO Box 25414, SLC, UT 84125-0414	jdwnaACP@att.net	3/28/03
<b>C15</b>	LDS Inner City Project	Robert B. Hall	801-967-5466	https://icp.lds.org/	rvhall41@msn.com	6/1/10
<b>C16</b>	LDS Employment Resource Services	Bruce Ellis	801-240-7240	780 West 800 South, SLC, UT 84104	bruiserslc@gmail.com	10/17/17
<b>C17</b>	LDS Employment Resource Services	Diane and Harold Bird	801-566-4040	7166 South Redwood Road, Suite B, West Jordan, UT 84084-3488	wel-ec-westjordan@ldsmail.net	5/8/18
<b>C18</b>	LDS Employment Resource Services : West Valley & Tooele	Lori Harding	801-988-4455	2994 South Glen Eagle Dr, WVC, UT 84128	loriharding@ldschurch.org	10/17/17
<b>C19</b>	LDS Employment Resource Services : West Valley & Tooele	Lori Harding	801-988-4455	2994 South Glen Eagle Dr, WVC, UT 84128	wel-ec-wvc@ldschurch.org	10/17/17
<b>C20</b>	LDS Employment Resource Services: West Valley & Tooele	Lori Harding	801-988-4455	2994 S. Glen Eagle Dr, WVC, UT 84128	wel-ec-tooele@ldschurch.org	10/17/17
<b>C21</b>	LDS Employment Resource Services	Rick Morley	801-566-4040	West Jordan Employment Resources Center, 817 E 9400 S Sandy, UT 84094	Wel-ec-westjordan@ldschurch.org	5/26/16 updated 2/19/19
<b>C22</b>	Salt Lake Marriott Downtown at City Creek	Haley Okura	801-537-6118	75 South West Temple, SLC, UT 84101	haley.vanmeeteren@marriott.com	10/12/17
<b>C25</b>	New Pilgrim Baptist Church	Elizabeth Needelman	801-969-4681	6196 South Redwood Rd, SLC UT 84123-5333	npilgm@aol.com	3/28/03
<b>C26</b>	People Helping People	Kristin Fulbright	801-355-5538	205 North 400 West, SLC, UT 84103	kristin@phputah.org	10/18/17
<b>C27</b>	Pioneer Adult Rehabilitation Center	Ken Naegle	801-402-0950	485 PARC Cir, Clearfield, UT 84015	knaegle@dsmail.net	5/24/16

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-Mail</b>	<b>Date Entered</b>
<b>C28</b>	Polynesian Association of Utah	Ellen P. Selu	801-967-1780	4687 West 3100 South, WVC, UT 84120	eselu@juno.com	5/8/18
<b>C29</b>	ProductionHUB.com	Multiple Contacts	407-629-4122	801 West Fairbanks Ave, Winter Park, FL 32789	classifieds@productionhub.com	2/2/05
<b>C30</b>	Red Cross	Donette Dodwell & Sheryl Fraser	801-323-7020	6616 South 900 East, SLC, UT 84121	Donette.Dodwell@redcross.org	10/10/17
<b>C31</b>	Samoran Community Council	Jacob Fitisemanu	801-265-7564	3522 South 700 West, SLC, UT 84119	jfitisemanu@utah.gov	3/29/03
<b>C33</b>	Project Coord, HIV/AIDS No. Utah Project	Mary Saenz Cervantez	801-393-4153	536 24th Street, Ste 2B, Ogden UT 84401	nuc24th@comcast.net	5/25/16
<b>C34</b>	State Office of Hispanic Affairs	Laura Garcia	801-538-8755	324 South State, Ste 500, SLC, UT 84111	lgarcia@utah.gov	3/28/03
<b>C37</b>	Utah Office of Multicultural Affairs	Rozanna Benally-Sagg & Itzel Hernandez	801-245-7210 and 801-245-7282	300 South Rio Grande Street, SLC, UT 84101	rbenally-sagg@utah.gov & itzelhernandez@utah.gov	11/7/17
<b>C38</b>	Volunteers of America Youth Center	Erin McGuire	801-364-0744 x 115	888 South 400 West SLC, UT 84101	Erin.McGuire@voaut.org	11/7/17
<b>C40</b>	Work Activity Center	Melissa Foulger	801-977-9779 x 133	1275 West 2320 South, WVC, UT 84119	mfoulger@hotmail.com	3/28/03
<b>C41</b>	HigherEdJobs		814-861-3080	328 Innovation Blvd, Suite 235, State College, PA 16803	Posted through University of Utah portal by contract	10/30/18
<b>C42</b>	Salt Lake County Mayor Office of Diversity & Inclusion	Emerald Greene (intern; changes every year)	385-468-7036	2001 South State Street N2100, SLC, UT 84190-3050	DIntern@slco.org	1/17/19

Agency	Contact	Phone	Address	E-Mail	Date Entered
<b>C43</b>	Other Sources not contacted by the station: e.g., Indeed, Glassdoor, tvjobs.com; Utah Alumni Career Services				5/15/18

### Miscellaneous/School Districts

Agency	Contact	Phone	Address	E-Mail	Date Entered	
<b>D3</b>	Great Basin Industrial	Marjory Howes	801-660-2262	1369 Golden Cir, Fruit Heights, 84037	howesj2@comcast.net	12/5/11
<b>D4</b>	University of Utah, Urban Institute For Teacher Education	Regina Delong	801-486-6997	2736 Commonwealth Ave, SLC, UT 84109	r.delong@utah.edu	12/5/11
<b>D5</b>	Millcreek	Andrew Odoardi	801-520-6816	1377 Skyline Dr, SLC, UT 84108	andrewodoardi@mac.com	12/5/11
<b>D6</b>	Kearns	Enrique Ruiz	801-651-0475	5573 Mallow Ridge Circle, Kearns, UT 84118	eruizv@gmail.com	12/12/11
<b>D7</b>	Davis School District	Kay Lynn Schick	801-831-3012	9305 North River Rd, Elwood, UT 84337	kschick@icloud.com	3/11/13

## Appendix B: KUED (PBS Utah) Supplemental Outreach Initiatives

June 1, 2021 to May 20, 2022

***This report summarizes KUED's (PBS Utah) supplementary outreach to broaden dissemination of employment opportunities with the station and information about careers in public media.***

(1) Participation in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions;

- PBS Utah Director of Content attended the University of Utah Virtual Student Job Fair on September 30, 2021. She spoke to students about open positions at PBS Utah and careers in broadcasting and public media.
- PBS Utah Senior Producer participated in the ArtsForce job fair at the University of Utah College of Fine Arts on March 26, 2022. She spoke with films and fine arts students about internships and job opportunities, as well as advising them on job interviewing, best strategies to find careers in documentary film making.
- PBS Utah Director of Content and Director of Philanthropy participated in the virtual Public Media Career Fair on March 29, 2022 hosted by Current. They spoke to job seekers from across the country interested in jobs in public television.
- As a department of the University of Utah, KUED (PBS Utah) was served by the University's Human Resources Recruitment Coordinator during the reporting period. This recruiter attended several community and educational job fairs and advised KUED's Human Resources Analyst of attendees who expressed interest in broadcasting generally or station opportunities. Specific events:
  - July 12, 2021 – University Neighborhood Partners Parade
  - August 17, 2021 – Work Study & Student Job Fair hosted by the University of Utah Career and Professional Development Center
  - September 13, 2021 – Career Fest hosted by the University of Utah Career and Professional Development Center.
  - September 30, 2021 – Work Study & Student Job Fair hosted by the University of Utah Career and Professional Development Center
  - February 1, 2022 – Student Job Fair, hosted by the University of Utah Career and Professional Development Center

- February 3, 2022 – Career and Internship Fair, hosted by the University of Utah Career and Professional Development Center

(4) Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops, and similar activities;

- PBS Utah Host/Producer spoke to students at Judge Memorial High School in September 2022 about a career in public media, journalism, and television. She spoke about what goes in to preparing for a show, researching, and the process of creating show in general.
- PBS Utah Host/Producer was a speaker at the Brave Talk 21 professional development conference on August 3-5, 2021, organized by Public Media Women in Leadership. The sessions and chats help women in public leadership find mentors and pathways to success. She also answered career related questions, and served as the back-up host.
- PBS Utah Executive Director spoke to middle school students about careers in public media and journalism on January 27, 2022.
- PBS Utah's Director of Programming and Community Engagement worked with high school students from Judge Memorial High School who were student reporters from the PBS NewsHour student reporting lab. The student reporters received information on careers in broadcasting, a tour of the station, and interviewed civic leaders. Interviews were taped and will be screened at an event in May 2022.

(5) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;

- PBS Utah filled the Robert K. Avery Internship for the 2021-2022 school year, this student interned with the Digital Media department assisting with projects, website and video cover photos, and productions including Modern Gardener and The Hinckley Report.
- PBS Utah hired a Production Intern for the Fall 2022 semester to help work on local productions.
- PBS Utah hired an Education Program Intern during the Spring 2022 semester. This student assisted the Education Department with current projects in schools throughout the state, such as Reading Marathon; and special events in the community.

(6) Participation in job banks, internet programs, and other programs designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies);

- PBS Utah Executive Director conducted a station tour for a high school student interested in the field of journalism on April 18, 2022. The student was given a tour of the station, introduced to staff members, discussed job shadowing and internships with PBS Utah's Executive Director as well as career pathways in journalism and public media.

(7) Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;

- PBS Utah offered the Robert K. Avery Scholarship from September 2021- May 2022 for a University of Utah student internship. This intern had the opportunity to work at PBS Utah for an intensive internship experience in the Digital Media Department.

(8) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;

- The University of Utah/PBS Utah offers 50% tuition reduction for eligible employees and their families. The link to the tuition reduction procedure is located at: <https://www.hr.utah.edu/benefits/tuition.php>.
- PBS Utah Administration supports staff participation in conferences that will educate them to develop additional skills, increase technical expertise, and gain a greater understanding of the industry. Staff attended six conferences during the reporting period. (PBS Tech Con: October, 2022; NETA: January, 2022; APTS Public Media Summit: February, 2022; PBS Annual Meeting: May 2022; PBS General Managers Meeting: May 2022; PMBA Conference, May 2022)

(10) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;

- PBS Utah Host/Producer was a panelist at a virtual annual diversity conference hosted by Weber State University on October 1, 2021. The Host/Producer spoke about race as conflict of interest in the journalism profession.
- PBS Utah Host/Producer moderated a virtual discussion during Public Media Women in Leadership CEO/COO Bootcamp session: Public Television's Content Promise. The event was hosted on October 20, 2021. As moderator, PBS Utah host/producer led the discussion on the future of public media leadership helping supervisors and managers

gain insight into the relationships they'll need to build in order to be successful in the C-suite.

- PBS Utah Digital Media Producer participated in an interview with BYU student for a Communications Studies program. The PBS Utah Digital Media Producer discussed job duties and responsibilities in her role as a producer.
- PBS Utah partnered with KUER and the Hinckley Institute of Politics to host a civic engagement series teaching students and community members tools and information for civic engagement and how to get involved. PBS Utah's Director of Programming and Community Engagement worked with student reporters from the PBS NewsHour Reporting Lab on the student's projects with PBS Utah focusing on careers in public broadcasting.

(12) Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities;

- PBS Utah's Director of Content listed open positions with organizations representing minorities and women; including the Black Chamber of Commerce, Public Media Women in Leadership, National Association of Hispanic Journalists (NAHJ), South Asian Journalist Association (SAJA).

(14) Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;

- All PBS Utah staff participated in an Implicit Bias and Microaggressions Workshop training led by the University of Utah Office of Inclusive Excellence on June 2, 2021. The training was required for all staff. With the objective to learn how to recognize microaggressions and bias in their own behavior.
- PBS Utah employees took an online CPB Harassment and Bias Prevention training that was due on September 30, 2021.
- University of Utah Human Resource Training Specialist led a staff wide training for all employees on Crucial Conversations: Giving and Receiving Feedback on January 12, 2022.
- All station employees took a training course titled "Addressing Discrimination and Sexual Misconduct" offered through the Office of Equal Opportunity, at the University of Utah. Training was completed in February 2022.

(15) Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;

- PBS Utah Associate Producer attended the Meet the Press Day for PIK2AR on January 6, 2022. She spoke about specific roles on two local productions at PBS Utah, *This Is Utah*, and *Utah Insight*. The event featured several non-profit organizations discussing how to speak to the media, ways to get involved with public media organizations, and potential careers in broadcasting and film.

(16) Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

- As a department of the University of Utah, PBS Utah, KUER, and KUEN/UEN is required to post all full-time positions with University Human Resources and follow Equal Opportunity guidelines. Job postings at the University are advertised on the Human Resources website, Utah Workforce Services, University Career Services, and HigherEdJobs.com. The link to the University Staff Employment policy can be found at: <https://regulations.utah.edu/human-resources/5-102.php> and the University of Utah employment page is [www.employment.utah.edu](http://www.employment.utah.edu). The University of Utah Human Resources Recruitment Manager also performs additional local recruitment outreach where all open positions are made available to attendees.
- PBS Utah sends out a weekly e-Newsletter to approximately 3,000 people notifying them of PBS Utah special productions, PBS programs, film series and discussions, etc. This number includes PBS Utah members and non-members. Included in this newsletter is an announcement asking if organizations referring job seekers would like to participate on a mail list and receive notice about job openings at the station.

### **FCC Menu Categories**

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions
2. Hosting of at least one job fair
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities

4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies)
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions
9. Establishment of a mentoring program for station personnel
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities

