

EEO Public File Report

For the period from September 21, 2022 to September 20, 2023

KTOO Public Media (f.k.a. Capital Community Broadcasting, Inc.)

This report covers the following employment unit:

- KTOO(FM), Juneau, Alaska
- KTOO-TV, Juneau, Alaska
- KRNN(FM), Juneau, Alaska
- KXLL(FM), Juneau, Alaska
- KAUK (FM), 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	Number of Interviews	Date Filled
Reporter, Climate & Weather (1 vacancy)	5	12/1/2022
Reporter, Civic Engagement (1 vacancy)	1	12/12/2022
President (1 vacancy)	3	1/1/2023
Radio Operations & Programming Manager (1 vacancy)	5	7/16/2023
Community Sponsorship Manager (1 vacancy)	1	9/18/2023

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

Source
Internal posting
KTOO website
Facebook
Twitter
KTOO Board of Directors
KTOO Community Advisory Board
Alaska Broadcasters Association
Alaska Public Broadcasting/CoastAlaska
Alaska Manager's listserv
Alaska Job Center Network
APRN / Alaska Public Media Network
UAS - Handshake
CPB Jobline
Greater Public - Public Media Jobs
Alaska Press Club
Public Media Journalists Association
Native American Journalists Association
Asian American Journalists Association
Association of Independents in Radio
America Amplified Slack
NPR Energy & Environment collective Slack
Foraker Group

Source (continued)
Livingston Associates
Indeed
Current
Linkedin
Public Media Facebook
Juneau Jobs and Employees Facebook
Community Centric Fundraising Slack
Word of mouth/referral

The following is a list of the recruitment sources for the full-time jobs shown in Section A above and the recruitment sources which provided the interviewees and hires for each position.

Job Title	Recruitment Sources	Source which provided hiree
Report - Climate & Weather (1 hiree)	Internal job posting KTOO website (3 interviewees) Facebook Twitter (1 interviewee) CPB Jobline Public Media Journalists Association Alaska Press Club Native American Journalists Association APRN / Alaska Public Media Network Asian American Journalists Association America Amplified Slack Alaska Broadcasters Association Association of Independents in Radio NPR Energy & Environment collective Word of mouth/referral (1 interviewee)	KTOO Website
Reporter – Civic Engagement (1 hiree)	Internal job posting KTOO website CPB Jobline APRN / Alaska Public Media Network (1 interviewee)	APRN/AKPM Network
President (1 hiree)	Internal job posting (1 interviewee) Livingston Associates (2 interviewees) CPB Jobline Greater Public - Public Media Jobs Indeed Current LinkedIn Word of mouth/referral	Livingston Associates

Job Title (continued)	Recruitment Sources	Source which provided hiree
Radio Operations & Programming Manager (1 hiree)	Internal job posting KTOO website (1 interviewee) Facebook Twitter KTOO Board of Directors KTOO Community Advisory Board Alaska Broadcasters Association Alaska Job Center Network Alaska Manager's listserv Alaska Public Broadcasting/CoastAlaska Greater Public – Public Media Jobs UAS Handshake CPB Jobline (1 interviewee) Word of mouth/referral (3 interviewees) Public Media Facebook	CPB Jobline
Community Sponsorship Manager (1 hiree)	Internal job posting KTOO Website Alaska Public Broadcasting/CoastAlaska Alaska Broadcasters Association Alaska Job Center Network CPB Jobline Foraker Group Greater Public – Public Media Jobs Community Centric Fundraising Slack Word of mouth/referral (1 interviewee)	Word of mouth/referral

During the reporting period, **15** people were 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 job posting	1
KTOO website	4
Facebook	
Twitter	1
KTOO Board of Directors	
KTOO Community Advisory Board	
Alaska Broadcasters Association	
Alaska Public Broadcasting/CoastAlaska	
Alaska Manager's listserv	
Alaska Job Center Network	
APRN / Alaska Public Media Network	1
UAS - Handshake	
CPB Jobline	1
Greater Public - Public Media Jobs	
Alaska Press Club	
Public Media Journalists Association	
Native American Journalists Association	
Asian American Journalists Association	
Association of Independents in Radio	
America Amplified Slack	
NPR Energy & Environment collective Slack	
Foraker Group	
Livingston Associates	2
Indeed	
Current	
LinkedIn	
Public Media Facebook	
Juneau Jobs and Employees Facebook	
Community Centric Fundraising Slack	
Word of Mouth/Referral	5

During the past 24 months, the station employment unit engaged in the following four recruitment initiatives.

1. *Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment:*

In the past 24 months, we continued to provide a paid internship program. We placed a Filipino community member in a reporting fellowship position.

2. *Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions*

We provided weekly Lingít language classes to train our entire staff to speak the local Alaska Native language on air and to better understand Lingít Culture.

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

We provide annual training bias and harassment prevention program, through the Corporation of Public Broadcasting, to all personnel, including management level.

4. *Listing each upper-level opening in a job bank or newsletter of a media trade group with a broad-based membership, including substantial participation of women and minorities:*

All upper-level openings during the reporting period were posted on the Corporation of Public Broadcasting Jobline website.