

EEO Public File Report

For the period from September 21, 2021 to September 20, 2022

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
Host/News Reporter (1 vacancy)	5	11/30/2021
Director of Administration/HR (1 vacancy)	3	2/07/2022
Morning Edition Host (1 vacancy)	3	7/25/2022
Audience Engagement Editor (1 vacancy)	3	8/08/2022

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 KTOO posting
KTOO website
Facebook
Twitter
KTOO Board of Directors
Alaska Broadcasters Association website
Alaska Public Broadcasting, Inc. website
Alaska Press Club
America Amplified
APRN News listserv
CoastAlaska website
CPB Jobline
Gather Slack
Journalism Jobs website
LADIO (Ladies in Radio)
National Alliance of State Broadcasters Associations Career Page website
Native American Journalists Association
Public Media Journalists Association

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 total of 14 interviewees and hirees for each position.

Job Title	Recruitment Sources	Source which provided hiree
Host/News Reporter (1 hiree)	Internal KTOO posting KTOO website KTOO Facebook KTOO Twitter account (1 interviewee) Alaska Broadcasters Association website Alaska Press Club Alaska Public Broadcasting, Inc. website APRN News Listserv (1 interviewee) CPB Jobline (1 interviewee) LADIO – Ladies in Radio (1 interviewee) National Alliance of State Broadcasters Career Page Native American Journalists Assoc Public Media Journalists Assoc Word of Mouth (1 interviewee)	LADIO – Ladies in Radio
Director of Administration and Human Resources (1 hiree)	Internal KTOO posting (1 interviewee) KTOO website KTOO Facebook (2 interviewees) KTOO Twitter CoastAlaska website	Internal KTOO posting
Audience Engagement Editor (1 hiree)	Internal KTOO posting KTOO website KTOO Facebook (1 interviewee) KTOO Twitter Alaska Press Club America Amplified APRN News Listserv Gather Slack Journalists of Color Slack (1 interviewee) Native American Journalists Association Public Media Journalists Association Word of Mouth (1 interviewee)	KTOO Facebook
Morning Edition Host (1 hiree)	Internal KTOO posting (1 interviewee) KTOO website KTOO Facebook KTOO Twitter KTOO Board of Directors/word of Mouth Alaska Broadcasters Association website Alaska Public Broadcasting website Alaska Press Club APRN News listserv (1 interviewee) CPB Jobline (1 interviewee) National Alliance of State Broadcasters Associations CareerPage website Native American Journalists Association Public Media Journalists Association	APRN News listserv

During the past 12 months, the station employment unit engaged in the following 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 12 months, we continued to provide a paid internship program. We placed a Filipino community member in a 6-month 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. *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.

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

We provided anti-harassment and bias training for all staff members between May and June 2022, and additionally we have been providing the training for all new hires between July through September 2022. We have 100% training completion from May 2, 2022 through September 13, 2022.