

EEO Public File Report

For the period from September 21, 2017 to September 20, 2018

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

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
Programming Manager, 360 North	2	5/23/2018
Development Specialist	4	3/1/2018
News Reporter, Alaska's Energy Desk	4	10/9/2017
Producer, Gavel Alaska	2	11/15/2017

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

Source	Name, address, contact person, phone number
Internal CCBI posting	CCBI, 360 Egan Drive, Juneau, Alaska 99801 907-586-1670
KTOO websites	http://www.ktoo.org/job-opportunities/
KTOO Facebook pages	https://www.facebook.com/ktoopublicmedia https://www.facebook.com/krnnradio https://www.facebook.com/KXLLRADIO https://www.facebook.com/360North
National Alliance of State Broadcasters Associations CareerPage website	www.careerpage.org
Alaska Broadcasters Association website	http://www.alaskabroadcasters.org/jobs/postings.html Executive Director, Alaska Broadcasters Association, PO Box 102424, Anchorage, Alaska 99510. 907-258-2424.
CPB Jobline	http://www.cpb.org/jobline
Alaska Public Broadcasting, Inc. website & listserv	www.akpb.org
Alaska Press Club	http://alaskapressclub.com/
KTOO volunteer listserv	e-mail to all KTOO volunteers
Journalism Jobs	www.journalismjobs.com
Public Radio News Directors	www.prindi.com
Current Newspaper classifieds	www.current.org
Craigslist Juneau	www.craigslist.com
CoastAlaska website	www.coastalaska.org
University of Alaska	UAS Job Board @ Career Services, Juneau

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

Job Title	Recruitment Sources	Source which provided hiree
Programming Manager, 360 North	Internal CCBI posting KTOO websites KTOO Facebook pages National Alliance of State Broadcasters Associations Career Page website Alaska Broadcasters Association website Alaska Public Broadcasting, Inc. website & listserv	Internal CCBI Posting
Development Specialist	Internal CCBI posting KTOO websites KTOO Facebook pages National Alliance of State Broadcasters Associations CareerPage website Alaska Broadcasters Association website CPB Jobline Alaska Public Broadcasting, Inc. website & listserv KTOO volunteer listserv	Internal CCBI posting
News Reporter, Alaska's Energy Desk	Internal CCBI posting KTOO websites KTOO Facebook pages National Alliance of State Broadcasters Associations CareerPage website Alaska Broadcasters Association website CPB Jobline Alaska Public Broadcasting, Inc. website & listserv Alaska Press Club KTOO volunteer listserv Journalism Jobs	CPB Jobline
Producer, Gavel Alaska	Internal CCBI posting KTOO websites KTOO Facebook pages National Alliance of State Broadcasters Associations CareerPage website Alaska Broadcasters Association website Alaska Public Broadcasting, Inc. website & listserv Alaska Press Club KTOO volunteer listserv	KTOO Website

During the reporting period, there were 12 people 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 CCBI posting	5
KTOO websites	2
KTOO Facebook pages	1

National Alliance of State Broadcasters Associations CareerPage website	
Alaska Broadcasters Association website	
CPB Jobline	1
Alaska Public Broadcasting, Inc. website & listserv	1
Alaska Press Club	
KTOO volunteer listserv	
Journalism Jobs	1
Public Radio News Directors	
Current Newspaper classifieds	
Craigslist Juneau	
CoastAlaska website	
University of Alaska	1

During the past 12 months, the station employment unit engaged in the following recruitment initiatives.

Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment: We continue to fund a paid internship program. We placed three college-level interns for full-time, eight-week stints working in news and public affairs, arts and culture and digital media during the report period. We have established an intern recruiting section of our website, and we recruit regularly for interns from Alaska's universities and high schools and from institutions in other states, as well as via social media. Most of our recent interns have been placed in full-time jobs in public media subsequent to their internships with us, and we have recently hired several former interns to full-time regular positions in news reporting.

Participation in scholarship programs directed to students interested in pursuing a career in broadcasting: The General Manager of CCBI serves on the state broadcaster's association board of directors and the association's scholarship selection committee, which reviews scholarship applications from Alaskan high school students for the Linda Simmons Memorial Scholarship program. The General Manager helps plan the program and reviewed applications and participated in the selection of scholarship recipients in April of 2017.

Listing each upper-level opening in a job bank or newsletter of a media trade group with a broad-based membership, including participation of women and minorities: All openings during the reporting period, including upper-level openings, were posted on the Alaska Broadcasters Association website. That Association has a broad-based membership, including participation of women and minorities.