

KBDI-TV
EEO PUBLIC FILE REPORT
December 1, 2022 – November 30, 2023

I. VACANCY LIST

See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
Director of Content & Programming	1-2, 4, 11-13, 15	4
Studio Production Manager	1-2, 11-12	1
Digital Marketing Coordinator	1-2, 4-5, 7, 11-13	4
Director of Business Intelligence & IT Operations	1-2, 4-6, 8-9, 11-13	4
Business Development Manager	1-2, 4-12, 15, 17-23	4
Staff Editor	1-2, 4-6, 8-9, 11-13, 15, 17	4

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Word-of-Mouth Referral	No	4
2	Station Website Postings <i>www.pbs12.org</i>	No	2
3	Andrew Hudson Job List <i>www.andrewhudsonjoblist.com</i>	No	0
4	PBS12 Social Media Outlets – LinkedIn <i>https://www.linkedin.com/company/colorado-public-television---cpt12</i>	No	12
5	PBS12 Social Media Outlets – Facebook <i>www.facebook.com/PBS12.CO</i>	No	0
6	Colorado Non-Profit Association 789 Sherman Street, Suite 240, Denver, CO 80203 <i>www.coloradononprofits.org</i>	No	0
7	Colorado Women’s Chamber 444 Sherman Street, Denver, CO 80203 <i>www.cwcc.org</i>	No	0
8	Corporation for Public Broadcasting CPB Jobline <i>www.cpb.org</i>	No	0
9	TV Jobs: Broadcast Employment Services <i>www.tvjobs.com</i>	No	0
10	The Society of Broadcast Engineers <i>Chris Scherer/Member Communications Director</i> <i>www.sbe.org/resources/jobs</i>	No	0
11	PBS12 Board of Directors e-mail	No	0
12	PBS12 Community Advisory Board e-mail	No	0
13	Colorado Broadcasters Association <i>www.coloradobroadcasters.org</i>	No	0
14	Mayor’s Office of Workforce Development <i>www.connectingcolorado.com</i> <i>al.ohara@ci.denver.co.us</i>	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
15	Five Points Business Improvement District 1515 Arapahoe Street, Tower 3, Ste. 100 Denver, CO 80202 <i>fivepointsbid@gmail.com</i> <i>www.fivepointsbid.com</i>	No	0
16	Colorado Hispanic Chamber of Commerce 444 Sherman Street, Denver, CO 80203 <i>www.hispanicchamberdenver.com</i>	No	0
17	Denver Metro Chamber of Commerce 1445 Market Street, Denver, CO 80202 <i>info@denverchamber.org</i>	No	0
18	Colorado LGBTQ Chamber of Commerce <i>www.colgbtqcc.org</i>	No	0
19	Colorado Asian Chamber of Commerce 444 Sherman Street, Ste. DBC, Denver, CO 80203 <i>president@acccolorado.org</i> <i>www.acccolorado.org</i>	No	0
20	Colorado Black Chamber of Commerce 444 Sherman Street, Denver, CO 80203 <i>staff@coloradoblackchamber.org</i> <i>www.coloradoblackchamber.org</i>	No	0
21	Colorado Media School Belmar, 404 S. Upham Street, Lakewood, CO 80226 <i>tcuff@beonair.com</i> <i>http://beonair.com</i>	No	0
22	Univ. of Colorado, Boulder: School of Journalism & Mass Communications 1511 University Avenue, 478 UCB, Boulder, CO 80309 <i>Jacob.jedamus-Denu@Colorado.EDU</i> <i>https://boulder.joinhandshake.com</i>	No	0
23	Regis University 3333 Regis Boulevard, Denver, CO 80221 <i>kmetzger@regis.edu</i> <i>www.regis.edu</i>	No	0
24	Media Match <i>www.media-match.com/usa</i>	No	0
TOTAL INTERVIEWEES OVER REPORTING PERIOD			18

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment. For Current Staff	All current KBDI-TV staff members were required to complete the Anti-Harassment Webinar presented by the Corporation for Public Broadcasting by the end of September 30, 2023.
2	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment. For Onboarding of New Staff	All new KBDI-TV staff members are required to complete the Anti-Harassment Webinar, presented by the Corporation for Public Broadcasting within 45 days of their start date.
3	Management-level training regarding Diversity, Equity, and Inclusion (“DEI”)	KBDI-TV’s President/General Manager, Vice President of Marketing, and Director of Business Development participated in Diversity, Equity, and Inclusion training provided by Colorado Inclusive Economy. Colorado Inclusive Economy is a statewide movement of design, intent, and action led by State CEO’s and leaders.
4	Management-level training regarding Diversity, Equity, and Inclusion (“DEI”)	KBDI-TV’s Vice President of Finance & Administration participated in the Public Media Diversity Leaders Initiative Spring Cohort, which convened virtually once a month for five months from the beginning of February through the end of May 2023. The curriculum incorporated exercises, scenario, analyses, and audio/visual tools that introduced strategic DEI frameworks to guide development of actionable plans for those in public media.
5	Participate in event sponsored by an educational institution relating to careers in broadcasting	On October 17, 2023, our Studio Manager participated in a meeting with Deborah Byrd, Director of Career Services at Colorado Media School, to discuss internship/crew needs. They created job descriptions for interns for production, master control, and studio technicians.

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
6	Participate in event sponsored by an educational institution relating to careers in broadcasting	On June 1, 2023, our Studio Manager participated in a meeting with Steve Gulper, Sr. Director, Office of Development at Metropolitan State University, to discuss internship/crew needs and create job descriptions for interns for production, master control, and studio technicians.
7	Participate in event regarding Diversity, Equity, and Inclusion (“DEI”)	On October 4, 2023, KBDI-TV’s Studio Manager, Director of Marketing, and Director of Funds/Business Development attended the Colorado Inclusive Economy Annual Summit. Colorado CEOs and government leaders gathered at the Denver Museum of Nature & Science to discuss best practices for workplace equity and inclusion. The intent of this full day session was to powerfully impact leaders who want to make a substantial impact on racial equity, diversity, and inclusion in their businesses and communities.