

## **WPM EEO Public File Report**

### **I. FULL-TIME JOBS FILLED, RECRUITMENT SOURCE FOR PERSON HIRED, TOTAL NUMBER OF PERSONS INTERVIEWED FOR POSITION. June 1, 2024 – May 31, 2025**

**Stations in employment unit: KUWR, KUWL, KUWY, Laramie, WY,  
Licensee: University of Wyoming**

#### **Business Manager, 1586**

Open: 04/09/2024

Filled: 07/08/2024

Recruitment Source for Person Hired: University of Wyoming Jobs

Total number of people interviewed: 1

#### **WPM Journalist - Wyoming State Government, 7738**

Open: 9/20/2024

Filled: 10/21/2024

Recruitment Source for Person Hired: Internal Hire

Total number of people interviewed: 0

#### **WPM Journalist - WY State Government Digital Coordinator, 7739**

Open: 10/17/2024

Filled: 12/10/2024

Recruitment Source for Person Hired: University of Wyoming Jobs

Total number of people interviewed: 3

#### **WPM Digital Media Operations Director, 1288**

Open: 02/07/2025

Filled: 02/17/2025

Recruitment Source for Person Hired: Internal Hire

Total number of people interviewed: 0

**II. TOTAL NUMBER OF PERSONS INTERVIEWED FOR FULL-TIME POSITIONS DURING THIS PERIOD: 15 for period June 1, 2024 – May 31, 2025.**

**RECRUITMENT SOURCES FOR FULL-TIME VACANCIES AND NUMBER OF REFERRALS FROM EACH SOURCE.**

1586: Wyoming Public Media (website, social media, staff) – 0  
University of Wyoming Job Opportunities – 1  
Corporation for Public Broadcasting Jobs– 0  
Indeed (05/28/24) – 0  
Public Radio Program Directors Association (5/25/24) - 0  
Public Media Content Collective (5/24/24) - 0

7738: Internal Hire

7739: Wyoming Public Media (website, social media, staff) – 1  
University of Wyoming Job Opportunities – 1  
Corporation for Public Broadcasting Jobs– 1

1288: Internal Hire

## **I. CONTACT INFORMATION FOR RECRUITMENT SOURCES USED TO FILL VACANCIES FOR June 1, 2024 – May 31, 2025**

Wyoming Public Media posted job openings in a variety of publications listed here:

- i. [Corporation for Public Broadcasting](#) (CPB)  
401 Ninth Street, NW Washington DC, 20004-2129 Phone 202-879-9600 Website:  
<https://www.cpb.org/jobline> Email [jobline@cpb.org](mailto:jobline@cpb.org) CPB Jobline online posting
- ii. [Public Media Business Association](#) (PMBA)  
1300 Piccard Drive, Suite LL 14 | Rockville, MD 20850  
Phone: (240) 844-3600 | [info@pmbaonline.org](mailto:info@pmbaonline.org)
- iii. [Public Radio Program Directors Association/  
Public Media Content Collective](#)  
1108 S. Braddock Ave, Suite C | Pittsburgh, PA 15218  
Phone: 412-838-2815 | <https://prpd.org>
- iv. [University of Wyoming](#)  
1000 E. University Ave., Dept. 3984, Laramie, WY 82071  
Phone: 307-766-2377  
Employment page: <https://www.uwyo.edu/hr/prospective/>

Wyoming Public Media posted job openings on social media/recruiting platforms:

Facebook - Facebook - <https://www.facebook.com/WyomingPublicRadio>  
LinkedIn - LinkedIn - <https://www.linkedin.com/company/wyoming-public-radio-and-media>  
Indeed - [Indeed https://www.indeed.com](https://www.indeed.com)  
Instagram - <https://www.instagram.com/wyomingpublicradio>

## **II. LIST OF PRONG 3 LONG-TERM NON-VACANCY SPECIFIC RECRUITMENT INITIATIVES IMPLEMENTED DURING THIS PERIOD:**

**The employment unit is in a market with a population of fewer than 250,000; therefore, it is required to complete 2 initiatives every 2 years.**

### **A. Name of Initiative: Community Engagement.**

#### **Description:**

June 2024 -May 2025. Wyoming Public Media (WPM) hosted tabling events at which WPM presented open positions, discussed current available positions, informed participants of work-study opportunities specifically for students, and provided general information about WPM and the activities the network is involved in within the university, community, and statewide.

**August 15, 2024**, “Wyoming Through the Listeners’ Eyes” Photo Contest.

**September 10, 2024**, Tabled at the SLCE Volunteer Fair. Informed students about volunteer, internship, and photo contest opportunities/programs at WPM. Distributed promotional materials to students (postcards, stickers, contest flyers, etc.).

**September 28, 2024**, Hosted the public for WPM’s Homecoming Open House.

**October 30, 2024**, Laramie Montessori School Tour of Wyoming Public Media’s station.

**October 30, 2024**, UW Humanities Tour of Wyoming Public Media’s station.

**November 13, 2024**, News team representatives visited Wyoming Community College and mediated a discussion on the role of journalism. American Amplified sponsored the event.

**November 18, 2024**, News team representatives visited Central Wyoming College and mediated a discussion on the role of journalism. American Amplified sponsored the event.

**November 21, 2024**, News team representatives visited Casper Community College and mediated a discussion on the role of journalism. American Amplified sponsored the event.

**February 24, 2025**, Melodie Edwards offered a podcasting workshop at University of Wyoming. Melodie taught students about the power of narrative audio storytelling.

**Personnel Involved:** Includes University students and public. WPM employees involved were: Ivy Engel, Mike Gray, Erik Zafft, Melodie Edwards, Hannah Habermann, Olivia Weitz, Norman Frost, Ry Woody.

## **B. Name of initiative: Intern and Volunteer Programs (ongoing)**

### **Description:**

June 2024 -May 2025. WPM continued its intern and volunteer programs. University students and community members were invited to apply for training and experience in news/public affairs reporting, production, and website development. In addition to training, students received UW course credit. Frequently, volunteers and interns move on to paid positions facilitated by this opportunity.

### **Scope:**

11 students participated in the internship program over the past year. 3 volunteers assisted on a regular basis as hosts for Wyoming Sounds or in news/podcast production. Several additional volunteers assisted with membership events during the year.

**Personnel Involved:** Includes University students and public. WPM personnel involved include Christina Kuzmych, General Manager; Diana Denison, Office Manager; Grady Kirkpatrick Program Director; Kamila Kudelska News Director; Melodie Edwards, News Anchor/Reporter; Ivy Engel, News Anchor/Reporter; Rexanna Kelly, Corporate Development

## **C. Staff Training & Development (ongoing) that included a recruitment component:**

### **Description:**

June 2024 -May 2025. The station continued sending full-time staff and broadcast professionals to local, regional, or national workshops and conferences for the purpose of developing professional skills and knowledge for career advancement. On-campus training & webinars are also attended. Staff are instructed to use these events/activities as opportunities for recruitment of future candidates in all broadcast areas.

**Conferences/Workshops Attended:** Public Media Journalists Association Conference, Americana Music Association's Americana Fest, Online News Association Annual Conference, International Symposium on Online Journalism 2025 Conference, Wyoming Governors Business Forum, Wyoming Woman of Influence Luncheon, Society of Environmental Journalists Conference.

**Technical Training:** NPR Writing for Broadcast, Lenfest Institute "Collaborating with the fundraising team to fund impactful journalism", Beefree Newsletter Training, Knight Foundation building trust in digital content, Greater Public Donor Advised Funds Training.

**Engineering Trainings:** Tower climbing Train the Trainer and Rescue, Society of Broadcast Engineers online including certification in Technologist and Broadcasting Network Technologist.

**Newsroom training:** Voicing, Story Structure, Pitching, Production tips and tricks, Breaking news coverage, fact checking.

**Webinars Attended:** CPB Online seminars on Financial Reporting, Certificate of Eligibility, "What is NSSF", Completing the Financial Summary Report. Weekly NPR Conferences, Western States Public Radio Conference, Public Radio Mid America Conference, U;SA Monthly Conference, Oral History Summer School.

**Institutional Training:** UW requires all employees to take an assortment of training including safety, cyber security, policies, and accounting procedures. Additional training was carried out through the University of Wyoming Foundation on reports.

### **Personnel involved:**

Christina Kuzmych, General Manager; Diana Denison, Office Manager; Melodie Edwards, News Anchor/Reporter; Ivy Engel, News Anchor/Reporter; Pat Gabriel, Coordinator, Operations/ Announcer; Grady Kirkpatrick, Program Director; Kamila Kudelska, News & Cultural/ Public Affairs Director; Rexanna Kelly, Corporate Development Manager; Will Walkey, News Anchor/Reporter; Caitlin Tan, News Anchor/Reporter; Melaina Nielson, Assistant Membership Coordinator; Norman Frost, Business Manager; Alec Schaffer, Broadcast Engineer; Ben Slater, Broadcast Engineer; Jacob Hoffmann, Broadcast Engineer; Hannah Habermann, Tribal/Rural Bureau Manager; Tina Unger, Membership Coordinator; and Ry Woody, Donor Relations Director.