

EEO Report Public File

June 1, 2013 – May 31, 2014

KNAU-FM Flagstaff, AZ and KPUB-FM Flagstaff, AZ.

This EEO Public File Report is filed in KNAU's and KPUB's public inspection files pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules.

If your organization would like information when openings become available with this station, please contact us at 800-523-5628.

Recruitment, Interviewing and Hiring Source Information.

Job Title: Executive Producer

Job Number: 600562

Date Posted: October 10, 2013

Date Hired: November 18, 2013

Total # People Applied: 11

Total # Interviewed: 3

Referral Source Hired Applicant: Current NAU Employee

Referral Source other interviewees: NAU Website (2)

Recruitment Sources: Arizona Daily Sun, Current newspaper, CPB website, NAU Human Resources website, which promotes positions on the NAU "Careers at NAU" web page, State of Arizona Department of Economic Security One Stop Office, the Academic Network (http://www.tandiversity.com/MFAD_jobs.html) which in turn promotes all positions to academic and professional organizations with circulation to more than 12,000 current faculty, staff and administrators in higher education and distribution to more than 1,300 minority academic and professional organizations, "Hot Jobs" e-blasts, and faculty, staff and administrators in higher education.

Job Title: Radio Announcer/Producer

Job Number: 600561

Date Posted: October 10, 2013

Date Hired: January 2, 2014

Total # People Applied: 39

Total # Interviewed: 7

Referral Source Hired Applicant: Current NAU Employee

Referral Source Other Interviewees: NAU website (6)

Recruitment Sources: Arizona Daily Sun, Current newspaper, KNAU on-air announcements, NAU Human Resources website which promotes positions on the NAU "Careers at NAU" web page, State of Arizona Department of Economic Security One Stop Office and the Academic Network (http://www.tandiversity.com/MFAD_jobs.html) which in turn promotes all positions to academic and professional organizations with

circulation to more than 12,000 current faculty, staff and administrators in higher education and distribution to more than 1,300 minority academic and professional organizations, “Hot Jobs” e-blasts, and faculty, staff and administrators in higher education.

Recruitment Source Information

Additional Sources Routinely Provided Vacancy Notification by KNAU Radio / Northern Arizona University Human Resources Department

- Arizona Daily Sun newspaper
Vicki Burton
928-556-2276
<http://www.azdailysun.com>
928-556-2298
- Current newspaper – trade journal
Kathleen Unwin
877-745-8776
www.current.org
- KNAU on-air announcements
Kathy Oliver
928-523-5628
Broadcast on KNAU’s 6 station network:
KNAU-FM, KPUB-FM, KNAA-FM, KNAD-FM, KNAG-GM, KNAQ-FM
- CPB website
www.CPB.org
- NAU Human Resources website
Cheryl Goldberg
928-523-8959
www.nau.edu

Supplemental Recruitment Initiatives

Long-Term Initiatives. During this time period we undertook the following activities in compliance with the Prong 3 requirements of the FCC EEO Guidelines:

June 1, 2013 – May 31, 2014

KNAU is defined as a small market radio station that is licensed to a community that is located in a metropolitan area that has a population of fewer than 250,000 persons. According to the 2010 US census, the population of the Flagstaff, AZ-UT metropolitan area is 134,421. KNAU therefore operates in a very small market. KNAU employs five or more employees. As such, KNAU is obligated to complete two of the FCC’s non-vacancy specific outreach programs within a two-year period. KNAU completed four.

1. Internship Programs

KNAU-FM and its associated stations operate an active, on-going internship program designed to assist members of the community to acquire skills needed for broadcast employees. Interns at the radio station have come predominantly from Northern Arizona University, Flagstaff, AZ, the licensee of KNAU. The radio station typically employs six interns at any given time. They provide a range of broadcast services including technical operations, web maintenance, newsroom assistance, and front office administrative responsibilities. During the period June 1, 2013 – May 31, 2014, KNAU employed approximately seven different students as interns.

2. Establish a mentoring program

KNAU collaborates with Native American public radio stations in the region to provide mentoring services. KNAU maintains an on-going partnership with KUYI-FM, Hotevilla, AZ licensed to the Hopi Foundation. Various KNAU staff participate in the KUYI-FM partnership, including the general manager, news and operations employees. KNAU's GM is available for the KUYI station manager to consult on a wide range of issues including: FCC regulatory concerns; public broadcasting procedural, policy and strategic matters; personnel decision making; and fundraising.

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

As part of Northern Arizona University, all managers are trained in, and expected to adhere to, implementation of NAU's Affirmative Action Program. All employees engaged in personnel decision making and activities, such as recruitment, hiring, promotion, separation, and employee development are responsible for assuring that such activities are carried out in a non-discriminatory manner and that all employees are informed of and given equal opportunity to benefit from personnel programs and activities. Northern Arizona University maintains a fully staffed Human Resources Department that regularly consults with and trains KNAU staff. Station managers are responsible for a range of equal employment activities. All managers, including Shelly Watkins, Kathy Oliver, Cory Sheeley, Brian Sanders, Stacy Murison, and Gillian Ferris completed mandatory annual courses delivered by the University's Affirmative Action office, including training entitled Welcoming Diversity.

4. Training program for station personnel to acquire skills for advancement

KNAU continued providing training opportunities for station personnel. Examples included program staff attending national meetings to learn about production and journalism techniques, sales staff attending training seminars to learn more about effective prospecting and closing techniques, accounting and payroll personnel attending sessions to refine and expand skills in those areas, development staff attending national meetings to learn more about fundraising strategies and techniques.

