

**EEO Public File Report**

For the period from September 21, 2022 to September 20, 2023

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:

<b>Job Title</b>	<b>Number of Interviews</b>	<b>Date Filled</b>
Reporter, Climate & Weather (1 vacancy)	5	12/1/2022
Reporter, Civic Engagement (1 vacancy)	1	12/12/2022
President (1 vacancy)	3	1/1/2023
Radio Operations & Programming Manager (1 vacancy)	5	7/16/2023
Community Sponsorship Manager (1 vacancy)	1	9/18/2023

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

<b>Source</b>
Internal posting
KTOO website
Facebook
Twitter
KTOO Board of Directors
KTOO Community Advisory Board
Alaska Broadcasters Association
Alaska Public Broadcasting/CoastAlaska
Alaska Manager's listserv
Alaska Job Center Network
APRN / Alaska Public Media Network
UAS - Handshake
CPB Jobline
Greater Public - Public Media Jobs
Alaska Press Club
Public Media Journalists Association
Native American Journalists Association
Asian American Journalists Association
Association of Independents in Radio
America Amplified Slack
NPR Energy & Environment collective Slack
Foraker Group

<b>Source (continued)</b>
Livingston Associates
Indeed
Current
Linkedin
Public Media Facebook
Juneau Jobs and Employees Facebook
Community Centric Fundraising Slack
Word of mouth/referral

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 interviewees and hires for each position.

<b>Job Title</b>	<b>Recruitment Sources</b>	<b>Source which provided hiree</b>
Report - Climate & Weather (1 hiree)	Internal job posting KTOO website <b>(3 interviewees)</b> Facebook Twitter <b>(1 interviewee)</b> CPB Jobline Public Media Journalists Association Alaska Press Club Native American Journalists Association APRN / Alaska Public Media Network Asian American Journalists Association America Amplified Slack Alaska Broadcasters Association Association of Independents in Radio NPR Energy & Environment collective Word of mouth/referral <b>(1 interviewee)</b>	KTOO Website
Reporter – Civic Engagement (1 hiree)	Internal job posting KTOO website CPB Jobline APRN / Alaska Public Media Network <b>(1 interviewee)</b>	APRN/AKPM Network
President (1 hiree)	Internal job posting <b>(1 interviewee)</b> Livingston Associates <b>(2 interviewees)</b> CPB Jobline Greater Public - Public Media Jobs Indeed Current LinkedIn Word of mouth/referral	Livingston Associates

Job Title (continued)	Recruitment Sources	Source which provided hiree
Radio Operations & Programming Manager (1 hiree)	Internal job posting KTOO website <b>(1 interviewee)</b> Facebook Twitter KTOO Board of Directors KTOO Community Advisory Board Alaska Broadcasters Association Alaska Job Center Network Alaska Manager's listserv Alaska Public Broadcasting/CoastAlaska Greater Public – Public Media Jobs UAS Handshake CPB Jobline <b>(1 interviewee)</b> Word of mouth/referral <b>(3 interviewees)</b> Public Media Facebook	CPB Jobline
Community Sponsorship Manager (1 hiree)	Internal job posting KTOO Website Alaska Public Broadcasting/CoastAlaska Alaska Broadcasters Association Alaska Job Center Network CPB Jobline Foraker Group Greater Public – Public Media Jobs Community Centric Fundraising Slack Word of mouth/referral <b>(1 interviewee)</b>	Word of mouth/referral

During the reporting period, **15** people were 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:

<b>Source</b>	<b>Number of interviewees</b>
Internal job posting	1
KTOO website	4
Facebook	
Twitter	1
KTOO Board of Directors	
KTOO Community Advisory Board	
Alaska Broadcasters Association	
Alaska Public Broadcasting/CoastAlaska	
Alaska Manager's listserv	
Alaska Job Center Network	
APRN / Alaska Public Media Network	1
UAS - Handshake	
CPB Jobline	1
Greater Public - Public Media Jobs	
Alaska Press Club	
Public Media Journalists Association	
Native American Journalists Association	
Asian American Journalists Association	
Association of Independents in Radio	
America Amplified Slack	
NPR Energy & Environment collective Slack	
Foraker Group	
Livingston Associates	2
Indeed	
Current	
LinkedIn	
Public Media Facebook	
Juneau Jobs and Employees Facebook	
Community Centric Fundraising Slack	
Word of Mouth/Referral	5

During the past 24 months, the station employment unit engaged in the following four 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 24 months, we continued to provide a paid internship program. We placed a Filipino community member in a 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. *Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination*

We provide annual training bias and harassment prevention program, through the Corporation of Public Broadcasting, to all personnel, including management level.

4. *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.