

KEXP 90.3 FM, Seattle, WA

EEO Annual Public File Report: October 1, 2015 – September 30, 2016

This EEO Annual Public File Report is filed in KEXP's public file and posted at www.kexp.org in compliance with Section 73.2080(c)(6) of the FCC's rules.

If your organization would like to receive notice of vacancies, please contact us at 206-520-5800. All openings are posted at www.kexp.org/about/jobs.

Friends of KEXP employs 50 full time (30+ hours/week) employees and are required to perform at least four outreach initiatives every two years.

Equal Employment Opportunity Policy Statement

KEXP has been, and will continue to be, committed to recruiting, hiring, developing, compensating, and promoting the best-qualified individuals for positions at all levels. In order to provide equal employment and advancement opportunities to all individuals, KEXP's employment practices will not be influenced or affected by an applicant's or employee's race, color, religion, gender, national origin, age, disability, political ideology, veteran status, sexual orientation, gender identity, marital status, genetic characteristics, or any other class protected by law.

This statement reaffirms our dedication to the principles of Equal Employment Opportunity and our expectation that all employees will lend their full support to furthering KEXP's success through implementation of those principles.

Vacancies and Hiring

Job Title	Date of Hire	Recruitment Sources Notified	Number of Interviews	Recruitment Sources of Interviews	Recruitment Source of Hire
Development Assistant	1/6/2016	1, 3-9, 14-27	8	1, 6	1
Controller & Director of Human Resources	2/3/2016	1-27, 29-34	2	12, 17	12
Receptionist & Guest Services Coordinator	4/11/2016	1-9, 11, 14-27	7	1, 2, 6, 7	2
DJ Manager & APD Assistant	8/15/2016	1-9, 11, 14-27	3	5	5
Morning Show & Programming Producer	8/15/2016	1-9, 11, 14-27	5	2, 5	2
Individual Giving Manager	9/6/2016	1-9, 11-12, 14-27	8	1, 2, 3, 12	2

Total Interviews Conducted: 33

Total Full-Time Employees Hired: 6

Recruitment Sources

#	Name	Contact Information	Type of Source	# of Interviewees
1.	KEXP Website	www.kexp.org/about/jobs	Station website	8
2.	KEXP on-air spot	Friends of KEXP 472 1 st Ave. N Seattle, WA 98109	Radio broadcast	6
3.	KEXP Facebook	www.facebook.com/kexp.fm	Station social networking page	1
4.	KEXP Twitter	twitter.com/kexp	Station social media page	
5.	Internal announcement	Friends of KEXP 472 1 st Ave. N Seattle, WA 98109	Email sent to employees	6
6.	Internal referral	Friends of KEXP 472 1 st Ave. N Seattle, WA 98109	Current employees	5
7.	External referral		Community members who are not employees	1
8.	Seattle Times	Susie Marin 206.652.6533 smarin@seattletimes.com	Local newspaper	
9.	NW Jobs	Susie Marin 206.652.6533 smarin@seattletimes.com	Online job board of local newspaper	
10.	Office of Film + Music newsletter	Joe Mirabella joe.mirabella@seattle.gov	City of Seattle film and music industry newsletter	
11.	Urban League of Metropolitan Seattle	105 14 th Avenue, Ste. 200 Seattle, WA 98122 info@urbanleague.org	Email list of non-profit empowering African Americans in Seattle	
12.	Idealist	www.idealist.org	Online job board for non-profits	4
13.	LinkedIn	www.linkedin.com	Business-related social networking website	
14.	Careerjet	www.careerjet.com	Online job board	
15.	Employment Crossing	www.employmentcrossing.com	Online job board	
16.	Glassdoor	www.glassdoor.com	Online job board	

17.	iHire	www.ihire.com	Online job board	1
18.	Indeed	www.indeed.com	Online job board	
19.	Job Inventory	www.jobinventory.com	Online job board	
20.	Job Rapido	us.jobrapido.com	Online job board	
21.	Job To Me	us.jobtome.com	Online job board	
22.	Jooble	us.jooble.com	Online job board	
23.	Oodle Marketplace	www.oodle.com	Online job board	
24.	Recruit.net	usa.recruit.net	Online job board	
25.	SimplyHired	www.simplyhired.com	Online job board	
26.	Trovit	www.trovit.com	Online job board	
27.	Yakaz	www.yakaz.com	Online job board	
28.	Hack the CD	23 rd Ave. S, Seattle, WA hackthecd@gmail.com	Non-profit focused on promoting success for African-American residents of Seattle in tech-related positions and industries	
29.	Jacobsen Jarvis & Co.	jjco.com/job_board/ 200 First Avenue West, Suite 200 Seattle, WA 98119 206.628.8990	Accounting firm with job board for non-profits	
30.	Northwest Human Resource Management Association	nhrma@nhrma.co	Online job board for HR opportunities in the Northwest	
31.	Philanthropy Northwest	www.philanthropynw.org 2101 Fourth Avenue, Suite 650 Seattle, WA 98121 info@philanthropynw.org	Online job board for non-profit opportunities in the Northwest	
32.	WorkSource Washington	www.worksourcewa.com 888-316-5627	Washington State online job board	
33.	Greater Public Job Line	greaterpublic.org/jobline 401 North 3rd Street, Suite 370 Minneapolis, MN 55401 (888) 454-2314	Online job board for public media opportunities	
34.	The Nonprofit Network	www.thenonprofitnetwork.org 4018 City Terrace Drive Los Angeles, CA 90063	Online job board for non-profit opportunities	

Community Referral Organizations

Urban League of Metropolitan Seattle
105 14th Avenue, Ste. 200
Seattle, WA 98122
info@urbanleague.org

Outreach Initiatives

1. Tours

KEXP Tours are offered at 10:00 am and 2:00 pm Monday – Friday. They are free of charge and last approximately 30 minutes. They include information about the different job positions and departments at KEXP. We offer tours to locals, tourists, school groups and other community groups. Over 2,000 people have toured KEXP in 2016.

Our program of tours is overseen by Susan James, Education & Volunteer Manager.

2. Internship Fairs and Career Days

Susan James, Education & Volunteer Manager, participated in the following career and internship fairs by distributing information about our internship and volunteer programs, collecting resumes, gathering email addresses, and answering questions about the station:

Seattle University Internship Fair
2/9/2016

University of Washington 2016 Internship Fair
2/18/2016

City of Music Career Day - Sponsored by One Reel; Office of Film + Music; Office of Arts & Culture; EMP Museum; The Vera Project; Boeing
3/12/2016

Foster School of Business Career Fair
10/11/2016

3. Internships

KEXP offers internships in all areas of radio broadcasting. Interns gain real world experience in a broad array of fields including music programming, production, online, marketing, development, business support and administration. KEXP interns learn skills in business communication, project management, problem solving, audio technology, database management and more. These skills and experiences offer our interns a unique ground-level glimpse of the day-to-day life of a community radio station, while offering relationship building and networking opportunities that will aid in securing future employment in the music industry. All internships are unpaid.

Most internships are a 6 month commitment from (roughly) January to June and July to December. Our interns come from a variety of Seattle-area universities, including Seattle University, University of Washington, University of Puget Sound, Seattle Central College, Western Washington University, and Pacific Lutheran University. We also have high school students who volunteer with us, primarily attending Ballard High School and Seattle Academy of Arts & Sciences.

Our internship program is administrated by Susan James, Education & Volunteer Manager.

Active Intern Positions for 2015-2016:

Traffic Intern

Supervisor: Lizzy Flores, Traffic Assistant

Business Support Intern

Supervisor: Brian Hill, Music & Business Support Account Executive

Development Intern

Supervisor: Alexandra Chase, Development Assistant

Development Communications Intern

Supervisor: Kurt Reighley, Senior Communications Manager

Major Giving Intern

Supervisor: Vince Mayo, Development Assistant for Major Giving

Creative Audio Production Intern

Supervisor: Will Myers, Creative Producer

Music Library Intern

Supervisor: Dylan Flesch, Media Asset Librarian

Software Development Intern

Supervisor: Jay Kardong, Software Developer

Finance Intern

Supervisor: Tim Johnstone, Financial Coordinator