

**Licensee: Friends of KEXP (Fac ID 68668)**

**90.3 FM, Seattle, WA**

**EEO Annual Public File Report: October 1, 2021 – September 30, 2022**

This EEO Annual Public File Report is filed in KEXP's public file and posted at [www.kexp.org](http://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/jobs](http://www.kexp.org/jobs).

Friends of KEXP employs 73 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**

<b>Job Title</b>	<b>Date of Hire</b>	<b>Recruitment Sources Notified</b>	<b>Number of Interviews</b>	<b>Recruitment Sources of Interviews</b>	<b>Recruitment Source of Hire</b>
Broadcast Engineer	11/1/2021	1-9, 12-24, 36-37	7	1, 2, 5, 6, 10	5
Video Producer	12/7/2021	1-7, 9, 12-24	14	1, 2, 3, 4, 6, 7, 9	7
Gift Processor	11/29/2021	1-7, 9, 12-24	10	1, 2, 7	2
HR Recruiting & Training Coordinator	5/12/2022	1-7, 9, 11-24	8	1, 2, 7, 9	2
Annual Fund Campaign Manager	6/1/2022	1-7, 9-25	11	1, 2, 6, 7, 9, 10, 11	11
Chief Executive Officer	6/27/2022	1-7, 10-24, 26-35	26	2, 5, 7, 10, 28	5
Graphic Design Coordinator	8/3/2022	1-7, 9, 12-24	9	1, 2, 6, 7	7
IT Operations Engineer	8/29/2022	1-7, 9-10, 12-24, 39	5	1, 2, 6, 40	1
Software Developer	8/24/2022	1-7, 9-10, 12-24, 38-39	6	1, 2, 10	1

**Total Interviews Conducted: 96****Total Full-Time Employees Hired: 9**

Please note that recruitment sources 13-24 correspond to our community referral organizations, listed on page 7.

In addition, some sources listed are used only when appropriate for the specific job opening, not for all positions.

## **Recruitment Sources**

<b>#</b>	<b>Name</b>	<b>Contact Information</b>	<b>Type of Source</b>	<b># of Interviewees</b>
1.	KEXP Website	<a href="http://www.kexp.org/about/jobs">www.kexp.org/about/jobs</a>	Station website	16
2.	KEXP on-air spot	Friends of KEXP 472 1 <sup>st</sup> Ave. N Seattle, WA 98109	Radio broadcast	21
3.	KEXP Facebook	<a href="http://www.facebook.com/kexp.fm">www.facebook.com/kexp.fm</a>	Station social networking page	1
4.	KEXP Twitter	<a href="http://twitter.com/kexp">twitter.com/kexp</a>	Station social media page	1
5.	Current employees	Friends of KEXP 472 1 <sup>st</sup> Ave. N Seattle, WA 98109	Current employees notified by internal job announcement email	3
6.	Employee referral	Friends of KEXP 472 1 <sup>st</sup> Ave. N Seattle, WA 98109	Referral from current employee	8
7.	Community referral		Referral from community member who is not an employee	18
8.	Office of Film + Music newsletter	Joe Mirabella <a href="mailto:joe.mirabella@seattle.gov">joe.mirabella@seattle.gov</a>	City of Seattle film and music industry newsletter	
9.	Indeed	<a href="http://www.indeed.com">www.indeed.com</a>	Online job board	4
10.	LinkedIn	<a href="http://www.linkedin.com">www.linkedin.com</a>	Business-related social networking website	9
11.	Idealist	<a href="http://www.idealists.org">www.idealists.org</a>	Online job board for non-profits	2
12.	Art Institute of Seattle	<a href="http://www.aia.edu">www.aia.edu</a>	Art-focused academic institution	
13.	Asian Counseling & Referral Services	<a href="http://www.acrs.org">www.acrs.org</a>	Non-profit focused on empowering Asian-Americans and Pacific Islanders	
14.	Bellevue College	<a href="http://www.bellevuecollege.edu">www.bellevuecollege.edu</a>	Community college career services	
15.	Catholic Community Services	<a href="http://www.ccsww.org">www.ccsww.org</a>	Religious service organization	
16.	City University	<a href="http://www.cityu.edu">www.cityu.edu</a>	University career services	

17.	Courage 360	<a href="http://www.courage360.org">www.courage360.org</a>	Non-profit focused on economic self-sufficiency for low-income women and families	
18.	Central Washington University	<a href="http://www.cwu.edu">www.cwu.edu</a>	University career services	
19.	Evergreen State College (KAOS Radio)	<a href="http://www.evergreen.edu">www.evergreen.edu</a>	College radio station	
20.	Green River Community College	<a href="http://www.greenriver.edu">www.greenriver.edu</a>	Community college career services	
21.	Pacific Lutheran University	<a href="http://www.plu.edu">www.plu.edu</a>	University career services	
22.	UIATF Native Workforce Services Program	<a href="http://www.unitedindians.org">www.unitedindians.org</a>	Non-profit focused on cultural and social services for indigenous people of Puget Sound	
23.	University of Puget Sound	<a href="http://www.ups.edu">www.ups.edu</a>	University career services	
24.	Urban League of Metropolitan Seattle	<a href="mailto:info@urbanleague.org">info@urbanleague.org</a>	Email list of non-profit empowering African Americans in Seattle	
25.	AFP Advancement Northwest	<a href="http://www.afpadvancementnw.org">www.afpadvancementnw.org</a> 2150 N 107 <sup>th</sup> St, Ste 205 Seattle, WA 98133	Professional association for fundraisers	
26.	Philanthropy Northwest	<a href="http://www.philanthropynw.org">www.philanthropynw.org</a> 2101 Fourth Avenue, Suite 650 Seattle, WA 98121 <a href="mailto:info@philanthropynw.org">info@philanthropynw.org</a>	Online job board for non-profit opportunities in the Northwest	
27.	The Nonprofit Network	<a href="http://thenonprofitnetwork.org/">http://thenonprofitnetwork.org/</a>	Job board for nonprofit jobs	
28.	Arts Consulting Group	<a href="https://artsconsulting.com/employment/kexp-ceo/">https://artsconsulting.com/employment/kexp-ceo/</a>	Recruiting firm contracted for CEO search, including website, email distribution list, and network contacts	11

29.	Alliance for Media Arts and Culture	<a href="https://www.thealliance.media/">https://www.thealliance.media/</a>	Job bank for jobs in media arts and culture	
30.	Americans for the Arts	<a href="https://jobbank.artsusa.org/">https://jobbank.artsusa.org/</a>	Job bank for US arts jobs	
31.	ArtSearch	<a href="https://artjobs.artsearch.us/">https://artjobs.artsearch.us/</a>	Job bank for arts jobs	
32.	BIPOCArts	<a href="https://www.bipocarts.com/jobs.html">https://www.bipocarts.com/jobs.html</a>	Arts advocacy organization	
33.	National Association of Latino Arts and Cultures	<a href="http://www.nalac.org/">http://www.nalac.org/</a>	Job board and professional networking for Latino arts and artists	
34.	Native Americans in Philanthropy	<a href="https://nativephilanthropy.org/">https://nativephilanthropy.org/</a>	Job board for Native communities in the field of philanthropy	
35.	Women of Color in Fundraising and Philanthropy	<a href="https://www.woc-fp.com/opportunities">https://www.woc-fp.com/opportunities</a>	Job board for women of color in fundraising and philanthropy	
36.	Society of Broadcast Engineers	<a href="https://sbe.org/resources/jobs/">https://sbe.org/resources/jobs/</a>	Job board for broadcast engineers	
37.	Broadcast Career Link	<a href="https://www.broadcastcareerlink.com/">https://www.broadcastcareerlink.com/</a>	Job board for broadcast engineers sponsored by the National Association of Broadcasters	
38.	GeekWire	<a href="https://www.geekwire.com/jobs/">https://www.geekwire.com/jobs/</a>	Job board for Seattle-area tech jobs	
39.	People of Color in Tech	<a href="https://www.peopleofcolorintech.com">https://www.peopleofcolorintech.com</a>	Professional resources and job board for people of color.	
40.	Glassdoor	<a href="http://www.glassdoor.com">www.glassdoor.com</a>	Online job board	2

## **Community Referral Organizations**

Art Institute of Seattle  
2323 Elliott Ave.  
Seattle, WA 98121  
[aisjobs@aii.edu](mailto:aisjobs@aii.edu)

Asian Counseling & Referral Services  
3639 Martin Luther King Jr. Way S  
Seattle, WA 98144  
[employmentprogram@acrs.org](mailto:employmentprogram@acrs.org)

Bellevue College  
3000 Landerholm Circle SE  
Bellevue, WA 98007-6406  
[careers@bellevuecollege.edu](mailto:careers@bellevuecollege.edu)

Catholic Community Services  
100 23rd Avenue S  
Seattle, WA 98144  
[nwejobs@ccsww.org](mailto:nwejobs@ccsww.org)

City University  
521 Wall Street, Suite 100  
Seattle, WA 98121  
[careers@cityu.edu](mailto:careers@cityu.edu)

Courage 360  
3516 S 47th St., #205  
Tacoma, WA 98409  
[wendys@courage360.org](mailto:wendys@courage360.org)

CWU Career Services  
400 E. University Way  
Ellensburg, WA 98926

[career@cwu.edu](mailto:career@cwu.edu)

Evergreen State College (KAOS Radio)  
2700 Evergreen Parkway NW  
Olympia, WA 98505  
[kaos@evergreen.edu](mailto:kaos@evergreen.edu)

Green River Community College  
12401 SE 320th Street  
Auburn, WA 98092-3622  
[workforce@greenriver.edu](mailto:workforce@greenriver.edu)

Pacific Lutheran University  
12180 Park Avenue S.  
Tacoma, WA 98447  
[career@plu.edu](mailto:career@plu.edu)

UIATF Native Workforce Services Program  
Discovery Park  
P.O. Box 99100  
Seattle, WA 98139  
[yspencer@unitedindians.org](mailto:yspencer@unitedindians.org)

University of Puget Sound  
1500 N. Warner St.  
Tacoma, WA 98416  
[ces@ups.edu](mailto:ces@ups.edu)

Urban League of Metropolitan Seattle  
105 14<sup>th</sup> Avenue, Ste. 200  
Seattle, WA 98122  
[info@urbanleague.org](mailto:info@urbanleague.org)

## **Outreach Initiatives**

### **1. Internship Fairs and Career Days**

Staff from KEXP participated in the following career panels and internship fairs by distributing information about our internship and volunteer programs, collecting resumes, gathering email addresses, and answering questions about the station:

Alan T. Sugiyama High School Career Panel

Gabriel Teodros, Associate Music Director & Early Host, Isabel Khalili, Podcast Producer & Licensing Administrator, and Tia Ho, Social Media & Digital Community Analyst

11/4/2021

NPR Networking Fair for Interns and Temps

Andrea Friedman and McKenna Haley, Community Engagement Managers, and Mathilde Xiao, Community Engagement Coordinator

12/9/2021

Showalter Middle School Career Day Panel and Career Fair, 3/1/2022, and College Prep Fair, 3/23/2022

Ashley McDonald, DJ

Artists of Color Expo and Symposium (ACES)

McKenna Haley, Community Engagement Manager, and Mathilde Xiao, Community Engagement Coordinator

4/2/2022

Colorization Collective's Spring Mentorship Program Panel

Eva Walker, Audioasis Host & Programming Assistant

5/7/2022

## 2. Professional Development Program

KEXP has established a professional development program for staff that funds work-related training, classes, and conferences on an individual or team level through applications to a centrally-held budget, assessed and decided by Elisabeth Severson, Director of HR, and Katie Atkins, HR Recruiting & Training Coordinator. In addition, broadly applicable training on multiple subjects has been provided to staff members through optional sessions held at KEXP.

## 3. EEO Training

KEXP requires all staff to complete harassment prevention and anti-discrimination training annually.

## 4. Youth DJ Program

KEXP offers a free education program teaching youth the art of music curation and radio. Working with KEXP DJs, young music-lovers gain knowledge and training in music curation, board operation, physical and digital asset management, mentorship, and basic radio skills. Youth also gain insight into non-commercial public community radio with classes taking place at the KEXP studio.

The program is six weeks long, from September 1, 2022 – October 6, 2022. Students who complete the full training may join a cohort of rotating hosts for KEXP's youth show 90.TEEN.

## 5. Teaching Artists Program

KEXP's Teaching Artists program connects teachers and nonprofit leaders in the Pacific Northwest with professionals working within the music radio industry to enrich curriculum and connect with students. The program is made available at no cost to Title I eligible public schools and includes stipend payments to the artists. In the 2021-2022 license year, one one-off class and two long-term programs totaling sixteen classes were conducted.

Teaching Artists are professionals, including both KEXP staff and members of the wider community, who offer 30-90 minute classes in the following areas:

- Radio DJing
- Audio Engineering
- Videography
- Music Journalism
- Broadcast Engineering
- Music Production
- General Music Industry
- Visual Arts

## 6. Internships

KEXP's internship program seeks to provide interns from historically under-invited communities with hands-on experience in the nonprofit arts sector. Our program is designed to develop and equip emerging leaders interested in furthering their careers in a broad array of fields including music programming and production, audio engineering, education, and events.

Our 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-supported radio station and arts organization, while offering relationship building and networking opportunities with individuals throughout the music industry. All internships are paid.

Internships are a 6 month commitment from May through November. Our interns come from a variety of Seattle-area colleges and universities, including the University of Washington and Shoreline Community College. We also have students who volunteer with us who attend Franklin High School, Northwest School, Highline College, and Gibson Ek High School.

Our internship program is administrated by Andrea Friedman, Community Engagement Manager, and Mathilde Xiao, Community Engagement Coordinator.

### Active Intern Positions for 2022:

Live on KEXP Booking Intern  
Supervisor: Aarin Wright, Midday Show Producer &  
Live Performances Booking Coordinator

Audio Production Intern  
Supervisors: Will Myers, Creative Producer and Matt  
Ogaz, Senior Production Engineer

Social Media & Digital Community Intern  
Supervisor: Tia Ho, Social Media & Digital Community  
Analyst

Afternoon Show Production Intern  
Supervisor: Sharlese Metcalf, Afternoon Show  
Producer & Programming Education Manager