

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

**90.3 FM, Seattle, WA**

**EEO Annual Public File Report: October 1, 2022 – September 30, 2023**

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 80 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>
Media Asset & Archive Manager	1/9/2023	1-9, 12-20, 27-31, 39	5	2, 8, 9, 39	9
IT Operations Engineer	12/5/2022	1-10, 12-20, 32-33	5	2, 9, 10	9
DJ Manager	12/15/2022	1-21, 26	15	1, 2, 6, 8, 9, 10	2
User Experience Designer	1/10/2023	1-19, 33-34	7	2, 7, 8, 9, 10	10
Chief Technology Officer	8/2/2023	1-19, 28, 32-35	25	1, 2, 5, 7, 8, 9, 10, 11	10
Music Director	8/16/2023	1-19, 21-26, 28	18	5, 6, 7, 8	6, 7
Account Executive, Underwriting & Business Support	9/11/2023	1-19, 21-22, 26, 36-38	4	1, 7, 8, 10	1

**Total Interviews Conducted: 79**

**Total Full-Time Employees Hired: 8**

Please note that recruitment sources 12-19 correspond to our community referral organizations, listed on page 6.

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

## Recruitment Sources

#	Name	Contact Information	Type of Source	# of Interviewees
1.	KEXP Website	<a href="http://www.kexp.org/about/jobs">www.kexp.org/about/jobs</a>	Station website	7
2.	KEXP on-air spot	Friends of KEXP 472 1 <sup>st</sup> Ave. N Seattle, WA 98109	Radio broadcast	14
3.	KEXP Facebook	<a href="http://www.facebook.com/kexp.fm">www.facebook.com/kexp.fm</a>	Station social networking page	
4.	KEXP Twitter	<a href="http://www.twitter.com/kexp">www.twitter.com/kexp</a>	Station social media page	
5.	KEXP Instagram	<a href="http://www.instagram.com/kexp/">www.instagram.com/kexp/</a>	Station social media page	2
6.	Current employees	Friends of KEXP 472 1 <sup>st</sup> Ave. N Seattle, WA 98109	Current employees notified by internal job announcement email	10
7.	Employee referral	Friends of KEXP 472 1 <sup>st</sup> Ave. N Seattle, WA 98109	Referral from current employee	4
8.	Community referral		Referral from community member who is not an employee	17
9.	Indeed	<a href="http://www.indeed.com">www.indeed.com</a>	Online job board	5
10.	LinkedIn	<a href="http://www.linkedin.com">www.linkedin.com</a>	Business-related social networking website	18
11.	Idealist	<a href="http://www.idealist.org">www.idealist.org</a>	Online job board for non-profits	1
12.	Asian Counseling & Referral Services	<a href="http://www.acrs.org">www.acrs.org</a>	Non-profit focused on empowering Asian-Americans and Pacific Islanders	
13.	Catholic Community Services	<a href="http://www.ccsww.org">www.ccsww.org</a>	Religious service organization	
14.	City University	<a href="http://www.cityu.edu">www.cityu.edu</a>	University career services	
15.	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	
16.	Evergreen State College (KAOS Radio)	<a href="http://www.evergreen.edu">www.evergreen.edu</a>	College radio station	

17.	Green River Community College	<a href="http://www.greenriver.edu">www.greenriver.edu</a>	Community college career services	
18.	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	
19.	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	
20.	Handshake	<a href="https://app.joinhandshake.com/emp">https://app.joinhandshake.com/emp</a>	Online job board reaching students and alumni of the following schools: Seattle University, Washington State University, University of Washington Bothell, University of Washington Tacoma, Western Washington University, Evergreen State College, Edmonds College, Renton Technical College, Seattle Pacific University, Bellevue College, Lake Washington Technical College, Eastern Washington University, and Whitworth University.	
21.	The Nonprofit Network	<a href="http://thenonprofitnetwork.org/">http://thenonprofitnetwork.org/</a>	Job board for nonprofit jobs	
22.	Greater Public	<a href="https://greaterpublic.org">https://greaterpublic.org</a>	Job board for positions in public media	
23.	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	
24.	BIPOCArts	<a href="https://www.bipocarts.com/jobs.html">https://www.bipocarts.com/jobs.html</a>	Arts advocacy organization	
25.	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	
26.	Seattle Office of Arts & Culture	<a href="https://www.seattle.gov/arts">https://www.seattle.gov/arts</a>	Job board for positions in the arts.	
27.	We Here	<a href="https://www.wehere.space">https://www.wehere.space</a>	Community for Black and Indigenous folks, and People of Color in library and information science professions.	

28.	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	
29.	Code4Lib	<a href="https://jobs.code4lib.org">https://jobs.code4lib.org</a>	Job board for developers and technologists in libraries, museums, and archives.	
30.	Council on Library & Information Resources	<a href="https://www.clir.org">https://www.clir.org</a>	Job board for professions in libraries, cultural institutions, and communities of higher learning.	
31.	Northwest Archivists	<a href="https://northwestarchivistsinc.wildapricot.org">https://northwestarchivistsinc.wildapricot.org</a>	Regional association of professional archivists.	
32.	Women Who Code	<a href="https://www.womenwhocode.com">https://www.womenwhocode.com</a>	Job board empowering women to excel in technology careers.	
33.	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.	
34.	Built In Seattle	<a href="https://www.builtinseattle.com">https://www.builtinseattle.com</a>	Online job board for Seattle startups and tech companies.	
35.	Dice	<a href="https://www.dice.com">https://www.dice.com</a>	Online job board for tech jobs.	
36.	Public Media Jobs	<a href="http://jobs.current.org/">http://jobs.current.org/</a>	Online job board for public media positions.	
37.	Puget Sound Radio	<a href="https://www.pugetsoundradio.com/post-job/">https://www.pugetsoundradio.com/post-job/</a>	Online job board for radio positions.	
38.	Western States Public Radio	<a href="https://www.wspr.org">https://www.wspr.org</a>	Online job board for radio positions.	
39.	Archives Gig	<a href="https://archivesgig.com/">https://archivesgig.com/</a>	Online job board for positions in archives and records management	1

## **Community Referral Organizations**

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

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)

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)

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

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 Day Panel

Mike Ramos, Overnight DJ; Vitamin D, Street Sounds DJ; Andrea Friedman, Community Engagement Manager  
11/17/2022

Showalter Middle School Career Day Panel

Ashley McDonald, Early Producer & Programming Project Manager  
2/15/2023

Participation in these panels is overseen by Andrea Friedman, Education & Volunteer Engagement Manager.

### 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. Katie Atkins, HR Recruiting & Training Coordinator, ensures that training is provided and completed.

#### 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 7, 2023 – October 12, 2023. Students who complete the full training may join a cohort of rotating hosts for KEXP's youth show 90.TEEN. The program is overseen by Sharlese Metcalf, Afternoon Show Producer & Programming Education Manager.

#### 5. Education Tours

Education tours are available to Title I eligible public schools as well as non-profits and groups serving youth who are furthest from educational justice. They are free of charge and last approximately one hour. Education tours are focused on career-connected learning and include information about the diverse career pathways that exist in the radio and music industry, as well as different job positions and departments at KEXP. In 2023, we offered 13 tours that reached 183 people, 148 of whom were youths. The education tours are managed by Mathilde Xiao, Education & Volunteer Engagement Programs Administrator.



6. 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 2022-2023 license year, the following after school programs were conducted:

DJing 101, Showalter Middle School  
Teaching Artist: Mike Ramos  
9/26/2022 - 6/15/2023

Music Appreciation, John Muir Elementary School  
Teaching Artist: Anthony Arlene!  
1/9/2023 - 3/24/2023

Graf Arts & Dance, Bailey Gatzert Elementary School  
Teaching Artist: Chris Kaku  
1/16/2023 - 3/10/2023

DJing 101, Showalter Middle School  
Teaching Artist: Mike Ramos  
9/25/2023 - 12/14/2023

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

The Teaching Artists program is overseen by Andrea Friedman, Education & Volunteer Engagement Manager, and Mathilde Xiao, Education & Volunteer Engagement Programs Administrator.

7. 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 seven month commitment from April through November. Our interns come from a variety of Seattle-area colleges and universities, including the University of Washington and Seattle Central.

Our internship program is administrated by Andrea Friedman, Education & Volunteer Engagement Manager, and Mathilde Xiao, Education & Volunteer Engagement Programs Administrator.

Active Intern Positions for 2023:

Podcast & Licensing Intern  
Supervisor: Isabel Khalili, Podcast & Licensing Manager

Audio Production Intern  
Supervisor: Matt Ogaz, Senior Production Engineer

Media Archives Intern  
Supervisor: Afsheen Nomai, Media Asset & Archive Manager

Facilities & Guest Services Intern  
Supervisor: Barry Vail, Facilities Manager