Licensee: Friends of KEXP (Fac ID 68668)  
90.3 FM, Seattle, WA  
EEO Annual Public File Report: October 1, 2020 – September 30, 2021

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/jobs.

Friends of KEXP employs 70 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.
<table>
<thead>
<tr>
<th>Job Title</th>
<th>Date of Hire</th>
<th>Recruitment Sources Notified</th>
<th>Number of Interviews</th>
<th>Recruitment Sources of Interviews</th>
<th>Recruitment Source of Hire</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advancement Coordinator</td>
<td>2/16/2021</td>
<td>1-9, 13-25</td>
<td>8</td>
<td>1, 6, 7</td>
<td>7</td>
</tr>
<tr>
<td>Philanthropy Officer</td>
<td>6/14/2021</td>
<td>1-9, 11, 13-26</td>
<td>5</td>
<td>1, 2, 5, 6</td>
<td>2</td>
</tr>
<tr>
<td>Accounting Clerk</td>
<td>9/20/2021</td>
<td>1-9, 13-25</td>
<td>5</td>
<td>1, 2, 3, 7</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Interviews Conducted: 18

Total Full-Time Employees Hired: 3

Please note that recruitment sources 13-25 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

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Contact Information</th>
<th>Type of Source</th>
<th># of Interviewees</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>KEXP Website</td>
<td><a href="http://www.kexp.org/about/jobs">www.kexp.org/about/jobs</a></td>
<td>Station website</td>
<td>5</td>
</tr>
<tr>
<td>2.</td>
<td>KEXP on-air spot</td>
<td>Friends of KEXP 472 1st Ave. N Seattle, WA 98109</td>
<td>Radio broadcast</td>
<td>3</td>
</tr>
<tr>
<td>3.</td>
<td>KEXP Facebook</td>
<td><a href="http://www.facebook.com/kexp.fm">www.facebook.com/kexp.fm</a></td>
<td>Station social networking page</td>
<td>1</td>
</tr>
<tr>
<td>4.</td>
<td>KEXP Twitter</td>
<td>twitter.com/kexp</td>
<td>Station social media page</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Current employees</td>
<td>Friends of KEXP 472 1st Ave. N Seattle, WA 98109</td>
<td>Current employees notified by internal job announcement email</td>
<td>1</td>
</tr>
<tr>
<td>6.</td>
<td>Employee referral</td>
<td>Friends of KEXP 472 1st Ave. N Seattle, WA 98109</td>
<td>Referral from current employee</td>
<td>3</td>
</tr>
<tr>
<td>7.</td>
<td>Community referral</td>
<td></td>
<td>Referral from community member who is not an employee</td>
<td>5</td>
</tr>
<tr>
<td>8.</td>
<td>Office of Film + Music newsletter</td>
<td>Joe Mirabella <a href="mailto:joe.mirabella@seattle.gov">joe.mirabella@seattle.gov</a></td>
<td>City of Seattle film and music industry newsletter</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Indeed</td>
<td><a href="http://www.indeed.com">www.indeed.com</a></td>
<td>Online job board</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>LinkedIn</td>
<td><a href="http://www.linkedin.com">www.linkedin.com</a></td>
<td>Business-related social networking website</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Idealist</td>
<td><a href="http://www.idealist.org">www.idealist.org</a></td>
<td>Online job board for non-profits</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>Hack the CD</td>
<td>23rd Ave. S, Seattle, WA <a href="mailto:hackthecd@gmail.com">hackthecd@gmail.com</a></td>
<td>Non-profit focused on promoting success for African-American residents of Seattle in tech-related positions and industries</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>Art Institute of Seattle</td>
<td><a href="http://www.aii.edu">www.aii.edu</a> 2323 Elliott Ave. Seattle, WA 98121</td>
<td>Art-focused academic institution</td>
<td></td>
</tr>
</tbody>
</table>
3639 Martin Luther King Jr. Way S  
Seattle, WA  98144 | Non-profit focused on empowering Asian-Americans and Pacific Islanders |
| 15. | Bellevue College | [www.bellevuecollege.edu](http://www.bellevuecollege.edu)  
3000 Landerholm Circle SE  
Bellevue, WA 98007-6406 | Community college career services |
| 16. | Catholic Community Services | [www.ccsww.org](http://www.ccsww.org)  
100 23rd Avenue S  
Seattle, WA 98144 | Religious service organization |
| 17. | City University | [www.cityu.edu](http://www.cityu.edu)  
521 Wall Street, Suite 100  
Seattle, WA 98121 | University career services |
3516 S 47th St., #205  
Tacoma, WA 98409 | Non-profit focused on economic self-sufficiency for low-income women and families |
| 19. | Central Washington University | [www.cwu.edu](http://www.cwu.edu)  
400 E. University Way  
Ellensburg, WA 98926 | University career services |
| 20. | Evergreen State College (KAOS Radio) | [www.evergreen.edu](http://www.evergreen.edu)  
2700 Evergreen Parkway NW  
Olympia, WA 98505 | College radio station |
| 21. | Green River Community College | [www.greenriver.edu](http://www.greenriver.edu)  
12401 SE 320th Street  
Auburn, WA 98092-3622 | Community college career services |
| 22. | Pacific Lutheran University | [www.plu.edu](http://www.plu.edu)  
12180 Park Avenue S.  
Tacoma, WA 98447 | University career services |
| 23. | UIATF Native Workforce Services Program | [www.unitedindians.org](http://www.unitedindians.org)  
Discovery Park  
P.O. Box 99100  
Seattle, WA 98139 | Non-profit focused on cultural and social services for indigenous people of Puget Sound |
| 24. | University of Puget Sound | [www.ups.edu](http://www.ups.edu)  
1500 N. Warner St.  
Tacoma, WA 98416 | University career services |
<table>
<thead>
<tr>
<th>Number</th>
<th>Organization</th>
<th>Web Address</th>
<th>Address</th>
<th>Contact Information</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>25.</td>
<td>Urban League of Metropolitan Seattle</td>
<td><a href="mailto:info@urbanleague.org">info@urbanleague.org</a></td>
<td>105 14th Avenue, Ste. 200 Seattle, WA 98122</td>
<td>Email list of non-profit empowering African Americans in Seattle</td>
<td></td>
</tr>
<tr>
<td>26.</td>
<td>AFP Advancement Northwest</td>
<td><a href="http://www.afpadvancementnw.org">www.afpadvancementnw.org</a></td>
<td>2150 N 107th St, Ste 205 Seattle, WA 98133</td>
<td>Professional association for fundraisers</td>
<td></td>
</tr>
<tr>
<td>27.</td>
<td>Philanthropy Northwest</td>
<td><a href="http://www.philanthropynw.org">www.philanthropynw.org</a></td>
<td>2101 Fourth Avenue, Suite 650 Seattle, WA 98121</td>
<td>Online job board for non-profit opportunities in the Northwest</td>
<td></td>
</tr>
<tr>
<td>29.</td>
<td>Greater Public Job Line</td>
<td>greaterpublic.org/jobline</td>
<td>401 North 3rd Street, Suite 370 Minneapolis, MN 55401</td>
<td>Online job board for public media opportunities</td>
<td></td>
</tr>
<tr>
<td>30.</td>
<td>The Nonprofit Network</td>
<td><a href="http://www.thenonprofitnetwork.org">www.thenonprofitnetwork.org</a></td>
<td>4018 City Terrace Drive Los Angeles, CA 90063</td>
<td>Online job board for non-profit opportunities</td>
<td></td>
</tr>
<tr>
<td>31.</td>
<td>Craigslist</td>
<td>seattle.craigslist.org</td>
<td></td>
<td>Online job board</td>
<td></td>
</tr>
<tr>
<td>32.</td>
<td>Monster</td>
<td><a href="http://www.monster.com">www.monster.com</a></td>
<td></td>
<td>Online job board</td>
<td></td>
</tr>
<tr>
<td>33.</td>
<td>HuskyJobs</td>
<td>careers.uw.edu</td>
<td>134 Mary Gates Hall Box 352810 Seattle, WA 98195</td>
<td>University of Washington online job board</td>
<td></td>
</tr>
<tr>
<td>34.</td>
<td>Digital Library Federation</td>
<td><a href="http://www.diglib.org">www.diglib.org</a></td>
<td>2221 South Clark Street Arlington, VA 22202</td>
<td>Professional group for digital librarians</td>
<td></td>
</tr>
<tr>
<td>35.</td>
<td>Northwest Archivists</td>
<td><a href="https://northwestarchivistsinc.wildapricot.org/">https://northwestarchivistsinc.wildapricot.org/</a></td>
<td></td>
<td>Professional group for archivists in the Northwest</td>
<td></td>
</tr>
<tr>
<td>36.</td>
<td>We Here</td>
<td>wehere.space</td>
<td>711 W. 40th St., #361 Baltimore, MD 21211</td>
<td>Community group for BIPOC library and archive professionals</td>
<td></td>
</tr>
<tr>
<td>37.</td>
<td>Code4Lib</td>
<td>Code4lib.org</td>
<td></td>
<td>Community for technology professionals in libraries, archives, and museums</td>
<td></td>
</tr>
</tbody>
</table>
**Community Referral Organizations**

Art Institute of Seattle  
2323 Elliott Ave.  
Seattle, WA 98121  
aisjobs@aai.edu

Asian Counseling & Referral Services  
3639 Martin Luther King Jr. Way S  
Seattle, WA 98144  
employmentprogram@acrs.org

Bellevue College  
3000 Landerholm Circle SE  
Bellevue, WA 98007-6406  
careers@bellevuecollege.edu

Catholic Community Services  
100 23rd Avenue S  
Seattle, WA 98144  
nwejobs@ccsww.org

City University  
521 Wall Street, Suite 100  
Seattle, WA 98121  
careers@cityu.edu

Courage 360  
3516 S 47th St., #205  
Tacoma, WA 98409  
wendys@courage360.org

CWU Career Services  
400 E. University Way  
Ellensburg, WA 98926  
career@cwu.edu

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

Green River Community College  
12401 SE 320th Street  
Auburn, WA 98092-3622  
workforce@greenriver.edu

Pacific Lutheran University  
12180 Park Avenue S.  
Tacoma, WA 98447  
career@plu.edu

UIATF Native Workforce Services Program  
Discovery Park  
P.O. Box 99100  
Seattle, WA 98139  
yspencer@unitedindians.org

University of Puget Sound  
1500 N. Warner St.  
Tacoma, WA 98416  
ces@ups.edu

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

1. Internship Fairs and Career Days

McKenna Haley, Community Engagement Manager, and Mathilde Xiao, Community Engagement Coordinator, participated in the following career and internship fair by distributing information about our internship and volunteer programs, collecting resumes, gathering email addresses, and answering questions about the station:

City of Music Career Day - Sponsored by Seattle Music Commission, the Office of Economic Development, and the Office of Arts & Culture, with support from Connors & Co., KEXP, the Museum of Pop Culture, and The Vera Project
8/27/2021 (virtual)

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 Rebecca Denk, Director of Finance & HR, and Elisabeth Severson, Associate Director of HR. 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. Members of hiring teams at KEXP are also required to complete unconscious bias training prior to conducting interviews. The training is a virtual, on-demand session through KEXP’s human resources information system.

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 one month long, from September 2, 2021 – October 7, 2021. 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 2020-2021 license year, eleven one-off classes and one long-term program totaling seven 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
- General Music Industry
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 April to October. 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. The internship program was on hold due to COVID-19 for 2020 and 2021 but will resume in 2022.

**Active Intern Positions for 2019 (sample):**

- **Education Intern**
  Supervisor: Sharlese Metcalf, Education Coordinator

- **Creative Audio Production Intern**
  Supervisor: Will Myers, Creative Producer

- **Events Intern**
  Supervisors: McKenna Haley & Andrea Friedman, Events Producers

- **Morning Show Production Intern**
  Supervisor: Owen Murphy, Morning Show & Programming Producer

- **Afternoon Show Production Intern**
  Supervisor: Kelsey Brannan, Afternoon Show Producer & Project Manager

- **Audio Post-Production Intern**
  Supervisor: Matt Ogaz, Senior Production Engineer