

2021 ANNUAL EEO PUBLIC FILE REPORT

The KBOO Foundation

Station: KBOO (FM-NCE), Portland, OR

Reporting Period: September 21, 2020 – September 20, 2021

No. of Full-time Employees: 5 – 10

During the Reporting Period, zero full-time positions were filled.

INITIATIVES

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.*

Social Media Internship Program  
Sept 2020-August 2021; approx. 20 hours per week  
One high school graduate, 11 months  
Two high school students, 6 months,  
One high school student, 4 months  
KBOO's social media interns assist with maintaining and updating KBOO's presence on social media, updating podcasts, as well as livestreaming off-site events.

*Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting.*

KBOO holds monthly volunteer orientation sessions, with an average attendance of 10-15 individuals per session.

During the orientation we cover KBOO's history and organizational structure, how the work is organized into departments, and how to access information about available trainings, and station volunteer needs. We also cover community expectations, conflict resolution, and our program mission. The Volunteer Coordinator then sets appointments with each attendee to assess how to best get them started volunteering in a role that they are able to fill,

that fits with their schedule, and that offers a path to building the skill set they desire for radio or office work.

KBOO offers free training courses that prepare community members both to volunteer at KBOO and also to pursue employment in radio broadcasting and production (as a number of our former volunteers have). Courses are offered on a monthly basis via online video conferencing. The following recap includes all trainings offered to programming volunteers between September 21, 2020, and September 20, 2021:

- FCC Basics: Legal Issues in Radio, 2 hr training, 21 attendees
- Interviewing Techniques, 2 hr training, 12 attendees
- Introduction to Microphones, 2 hr training, 4 attendees
- Introduction to Audio Editing, 2 hr training, 15 attendees
- National Syndication Training, 1 hr training, 15 attendees
- Programming Essentials, 2 hrs, 18 attendees
- Spinitron, 1 hr, 5 attendees

The KBOO Youth Collective meets weekly via online video conferencing, with attendance ranging between 4 and 8 youth 20 and under. Youth Collective members are trained in radio production by the Youth Advocate, and then are expected to produce content for the monthly hour-long youth collective public affairs show, The Underground. Further training opportunities include classes in basic production techniques, advanced digital editing, writing for radio, interviewing skills, microphone technique, field recording and more, depending on the needs and wants of the Youth Collective Members. Their skills are used then on the Youth Collective's monthly public affairs and youth culture show, "The Underground," as well as our other monthly show, the two-hour Youth Randomonium, where youth DJs broadcast music, including about 30% youth-produced music, and live performances of youth bands.

*Established **training** programs designed to enable station personnel to acquire*

KBOO Evening News  
Daily 1-hour newscast

*skills that could qualify them for higher level positions.*

KBOO volunteers are trained in producing a daily newscast, project management, news reporting, journalism, interviewing, audio editing, and anchoring.

*Provided **training** to management-level personnel on methods of ensuring equal employment opportunity and preventing discrimination.*

*JEDIB (Justice, Equity, Diversity, Inclusion, Belonging) Program*

October 1, 2021

Management and Staff engaged in discussion and exploration of KBOO's current and historical systemic issues that contribute to JEDIB success retaining staff and volunteers of color.