

2017 ANNUAL EEO PUBLIC FILE REPORT

The KBOO Foundation

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

Reporting Period: September 21, 2016 – September 20, 2017

No. of Full-time Employees: 5 – 10

During the Reporting Period, two full-time positions were filled. The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

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.*

Media Institute for Social Change Vox Pop Trainig
July 2, 2017
This radio intensive took place at KBOO with 9 students from around the United States and one from China. They produced 4 segments, and learned basic interviewing skills, how to make editing decisions in a short time frame and group critique process.

SummerWorks/IRCO
June 28-September 20, 2017
KBOO supported 15 predominantly low-income youth of color in summer 2016, for over 2,160 hours of internship. Interns worked in the finance, membership, volunteer, development, archives, web/new media, programming, and news departments. Internship duties included data entry and database management; clerical support and reception; marketing; budgeting; event planning, promotion and livestreaming; website content uploading and promotion; research; writing and editing; graphic design; photography; videography; audio-tape digitization; and reporting.

WEX-Y/IRCO
January 1-June 30, 2017
KBOO supported 4 predominantly low-income youth of color for a longer-term internship, for over 1,120 hours of internship. They focused on one of two areas: broadcast or station operations.

The KBOO Youth of Color Production Internship February 2017 - August 2017 and July 2017 - December 2017
The internship gives hands-on experience and responsibilities relating to audio production and on-air broadcast. The goal of our internship program is to provide

a substantive, meaningful work experience. At the end of the Internship period, participants should have demonstrable production skills and a working knowledge of community radio within the scope of alternative media. This is a 6 month paid internship focusing on fulfilling the KBOO-FM People of Color Caucus recommendations to advance opportunities and close disparities in the media and at KBOO.

*Participated in **job banks, internet programs**, and other programs designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies).*

KBOO Radio has also hosted, in the past year, about 80 high-school and university students on multiple tours of the KBOO facilities. The tours include a speech about the importance of communication, independent media, and job opportunities in the field of broadcasting. Many students learn recording and interviewing techniques.

*Participated in **job fairs** by station personnel who have substantial responsibility in making hiring decisions.*

David Douglas High School Mock Interviews
January 2016, Portland, Oregon
The Program Director, who sits on certain hiring committees, participated in Mock Job interviews at David Douglas High School.

St. Johns Volunteer Fair
February 2017, Portland, Oregon
This fair, held in collaboration with the St. John Neighborhood Association, seeks to connect neighborhood citizens with volunteer opportunities.

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

De-escalation Training
Jason Renaud, Mental Health Association of Portland, trainer
April 2017, Portland, Oregon
Management, staff, and key volunteers attended this training, learning how to better interact with and support members and volunteers experiencing mental health crises.

*Established **training** programs designed to enable station personnel to acquire skills that could qualify them for higher-level positions*

Anti-Oppressions Monthly Study Group
Every month, staff and volunteers meet for two hours to discuss the various oppressions plaguing our society today, including racism, sexism, classism, ableism, homophobia, transphobia, and more, such as intersectionality. Participants study texts, learn from guest experts, and practice interrupting oppressions, with a goal making KBOO a model for anti-oppressions work and a place where all people can thrive.

Beloved Community Anti-Oppressions 101 Training
Staff, board and key volunteers are required to attend these three-hour trainings, in alignment with our station's mission of radical equitable social change. The training is an introduction to the often unseen and unintended consequences of personal, structural, and institutional oppressions, including racism, sexism, classism, ableism,

homophobia, transphobia, with a focus on examining and reducing microaggressions at KBOO.

KBOO offers volunteer orientations approximately 12 times per year with an average attendance of about 30 individuals. 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). 180 volunteers participated in at least one training class, and most took multiple classes. The following is an approximate count of the trainings we offered during the Reporting Period: 12 Newsroom orientations, 6 Writing for Radio, 6 Interviewing Techniques, 2 Field Recording, 15 Digital Editing, 12 Advanced Digital Editing Tutorial, 24 Board Operator Trainings, 36 Intro to Audio/Audio Production, and 12 FCC/Legal Training. We also offer one-on-one mentoring in Field Recording, Social Media, Board Operator skills, and Digital Editing.

The KBOO Youth Collective meets weekly, with attendance ranging between 6 and 15 youth 20 and under. New Youth Collective members are trained in digital editing 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, live-music mixing, 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 50% youth-produced music, and live performances of youth bands. We trained approximately 45 youth between September 2016 to August 2017.

*Participated in **other** activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities*

National Federation of Community Broadcasters Conference
July 2017, Denver, Colorado
The News and Evening Public Affairs Director, who sits on certain hiring committees, attended this conference, where connections were made with community radio broadcasters nationally. The focus was on training and sharing resources.

Open Source Bridge Conference
June 2017, Portland, Oregon
The Web/New Media Director, who sits on certain hiring committees, attended this three-day conference for web/new media developers, and presented on open-source alternative communication infrastructure. The conference is intended as a call to action for developers to become better citizens by sharing our knowledge with each other, connecting people across projects, languages, and backgrounds to explore how we do our work and share why we participate in open source. The conference structure is designed to provide developers with an opportunity to learn from people they might not connect with at other events.

*Participated in **scholarship** programs designed to assist students interested in pursuing a career in broadcasting.*

Rosemary Anderson High School (RAHS),
New Columbia campus, Fall 2016 to June 2018
North campus, January to April 2017
Portland, Oregon
One of the KBOO Station Co-Managers teaches audio production and storytelling. Students are introduced to concepts of radio broadcasting and podcasting, as well as audio production, news production and interviewing skills for radio. Students practice recording using professional field recorders, as well as conducting interviews with their peers, teachers and members of the community about topics they chose, and digital editing. Students learn about storytelling, communications skills and critical thinking.

POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
October 5, 2016	Morning News & Public Affairs Director	On-Air Announcements
January 9, 2017	Evening News & Public Affairs Director	Word of Mouth

INTERVIEWEE REFERRAL SOURCE SUMMARY

Number of Persons Interviewed: 14

Recruitment Sources Used in Preceding Year	Number of Persons Interviewed that the Source Referred
KBOO On-air Announcements	3
KBOO In-house Bulletin Board	1
KBOO Newsletter	1
Mac's List	2
Multiple Community Radio Listserves	1
FSRN On-air Announcements	1
Word of Mouth	5

RECRUITING SOURCES USED
Morning News & Public Affairs Director

African American Chamber of Commerce
Nova: (503) 244-5794
Roy@AfricanAmericanChamberOfCommerce.Com
http://www.blackchamber.info/email_link.cfm

Albina Ministerial Alliance
Milly: (504) 285-0493
millydelacruz@yahoo.com

American Indian Radio On Satellite (AIROS)
www.airos.org
visionmaker@unl.edu

Centro Cultural
centroinfo@centrocultural.org

Chemeketa Community College Placement Service
jobplacement@chemeketa.edu

Free Speech Radio News (FSRN)
www.fsrn.org
comments@fsrn.org
510-644-1937

Grassroots Radio Conference list-serve

Hispanic-American Chamber of Commerce
(503) 222-0280
<http://www.hmccoregon.com/>
MaryAnn Potter
Vice President of Finance & Operations
mpotter@hmccoregon.com

Hispanic Radio Network
www.hcnmedia.com
info@hcnmedia.com
202-637-8801

KBOO On-Air Announcement

KBOO On-Site Flyer

KBOO Programmers listserve

KBOO Social Media (FaceBook, Twitter,
Instagram)

KBOO Website
www.kboo.fm

King Neighborhood Facility
503-823-4575
Cecilia: necn123@hotmail.com

Latino Business Roundtable

Mac's List

Mt. Hood Community College Career Center
503-491-7432
Malcolm McCord
Malcolm.McCord@mhcc.edu
eden.isenstein@mhcc.edu

NAACP, Vancouver Branch
360-256-6232
PO Box 1903
Vancouver, WA 98668
naacpvancouver@gmail.com

National Assoc. of Black Journalists (NABJ)
www.nabj.org
Veronique Dodson Membership Manager
301-405-0554
vdodson@nabj.org

NFCB List Serve

nfc@mailman.lmi.net forward to
manager@kboo.org

Oregon Association of Broadcasters
theoab@theoab.org
(503) 443-2299

Pacifica News
www.pacifica.org
202-783-1620

Pacifica Radio Foundation
pacificaannounce@yahoogroups.com
718-857-2394

PCA
Carl Kucharski: (503) 288-1515 x18
carl@pcmtv.org

PDX pipeline
<http://pdxpipeline.com/jobs/>
pdxpipeline.com/employers/

Pineros y Campesinos Unidos del Noroeste
Stationmanager@pcun.org

RACC job listings
mbauer@racc.org
<http://www.racc.org/resources/jobs>

Say Hey! NOW by Partners in Diversity
www.partnersindiversity.org/jobs/post-a-job.html

Skanner Newspaper
Jerry Foster: (503) 285-5555
advertising@theskanner.com
JerryFoster@theskanner.com

Women's International News Gathering Service
(WINGS)
wingsproducers@yahoo.com
604-876-6994

Reed College
career.services@reed.edu

Evening News & Public Affairs Director

African American Chamber of Commerce
Nova: (503) 244-5794
Roy@AfricanAmericanChamberOfCommerce.Com
http://www.blackchamber.info/email_link.cfm

Albina Ministerial Alliance
Milly: (504) 285-0493
millydelacruz@yahoo.com

American Indian Radio On Satellite (AIROS)
www.airos.org
visionmaker@unl.edu

Centro Cultural
centroinfo@centrocultural.org

Chemeketa Community College Placement Service
jobplacement@chemeketa.edu

Free Speech Radio News (FSRN)
www.fsrn.org
comments@fsrn.org
510-644-1937

Grassroots Radio Conference list-serve

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(503) 222-0280
<http://www.hmccoregon.com/>
MaryAnn Potter
Vice President of Finance & Operations
mpotter@hmccoregon.com

Hispanic Radio Network
www.hcnmedia.com
info@hcnmedia.com
202-637-8801

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503-823-4575
Cecilia: necn123@hotmail.com

Mac's List

Mt. Hood Community College Career Center
503-491-7432
Malcolm McCord
Malcolm.McCord@mhcc.edu
eden.isenstein@mhcc.edu

NAACP, Vancouver Branch
360-256-6232
PO Box 1903
Vancouver, WA 98668
naacpvancouver@gmail.com

National Assoc. of Black Journalists (NABJ)
www.nabj.org
Veronique Dodson Membership Manager
301-405-0554
vdodson@nabj.org

NFCB List Serve
nfcbl@mailman.lmi.net forward to
manager@kboo.org

Oregon Association of Broadcasters
theoab@theoab.org
(503) 443-2299

Pacifica Radio Foundation
pacificaannounce@yahoogroups.com
718-857-2394

PCA
Carl Kucharski: (503) 288-1515 x18
carl@pcmtv.org

PDX pipeline
<http://pdxpipeline.com/jobs/>
pdxpipeline.com/employers/

Pineros y Campesinos Unidos del Noroeste
Stationmanager@pcun.org

PSU Career Center
503-725-4613
careerconnect@pdx.edu

RACC job listings
mbauer@racc.org
<http://www.racc.org/resources/jobs>

Say Hey! NOW by Partners in Diversity
www.partnersindiversity.org/jobs/post-a-job.html

Skanner Newspaper
Jerry Foster: (503) 285-5555
advertising@theskanner.com
JerryFoster@theskanner.com

Women's International News Gathering Service
(WINGS)
wingsproducers@yahoo.com
604-876-6994

Journalism and Women Symposium
jaws@jaws.org

Asian American Journalists Association
<http://www.aaja.org>
national@aaja.org

<https://aaja.wordpress.com>
portland.aaja@gmail.com

Clackamas Community College
careercenter@clackamas.edu

University of Oregon
<https://www.myinterfase.com/uoregon/employer/careerpx@uoregon.edu>

Marylhurst University
jobboard@marylhurst.edu

Nonprofit Network
<http://www.thenonprofitnetwork.org>

Public Radio Association of Development Officers -
PRADO
PRADO@listserv.syr.edu

Indian Country Today Media Network
hdonovan@ictmn.com
<http://indiancountrytodaymedianetwork.com/contact>

No source requested that it be notified of job vacancies