

2016 ANNUAL EEO PUBLIC FILE REPORT

The KBOO Foundation

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

Reporting Period: September 21, 2015 – September 20, 2016

No. of Full-time Employees: 5 – 10

During the Reporting Period, three 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.*

Portland State University
October 1-December 15, 2015
KBOO FM Community Radio acted as the host organization for a ten-week, 12-to-20-hour-per-week, Public History internship completed by two students. The three goals for the internship were to preserve vulnerable audio recordings within the KBOO archive, create a system to make the digitally preserved audio accessible to KBOO staff, and incorporate archiving standards into KBOO's preservation practices. The internship's tasks included Asset Organization and Preservation, Metadata Creation and Organization, and Master Spreadsheet Revision.

Radio Connection
January-July 2016
One student worked at KBOO for 50 hours, learning microphone techniques, vocal performance (differences between recording a promo vs. reading the news), basic audio editing, and promo-spot creation.

Media Institute for Social Change Radio Intensive
June 30-July 1, 2016
This two-day radio intensive took place at KBOO with students from around the United States, and included 13 student media interns, with each student working four hours. They produced 12 segments for the KBOO website, and learned basic digital editing skills and group critique process.

SummerWorks/IRCO

June 26-September 20, 2016

KBOO supported 10 predominantly low-income youth of color in summer 2016, for over 1,440 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.

*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).*

Citizenship Project

September 1, 2016

The Station Manager spoke to 20 youth immigrants (from countries including Iraq, Somalia, Thailand, and Mexico) about community radio and the importance of media skills and knowledge to support real democracy.

July 16, 2016

The Station Manager spoke to a group of 25 individual activists working on housing rights in Bend, Oregon, on the importance of community media in our people's movements.

KBOO actively engages the community and its audience through Facebook, Twitter and other social media, and through its website, in connection to the initiative. KBOO performs continuous outreach specifically to African American, Latino/a, and Asian/Pacific Islander American community members and artists through media co-sponsorships of public events.

KBOO Radio has also hosted, in the past year, about 65 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.*

Sunset High School Volunteer Fair

September 2015, Portland, Oregon

The Program Director, who sits on certain hiring committees, hosted the KBOO table at this fair that helps students connect with meaningful opportunities for volunteerism.

ThinkMujer Career Fair and Expo
September 2015, Portland, Oregon
A key Latina KBOO volunteer hosted the KBOO table at this fair focused on Portland-area Latina professional development.

St. Johns Volunteer Fair
February 2016, 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.*

Ableism Training
November 21, 2015, Portland, Oregon
Classism Training
February 27, 2016, Portland, Oregon
Attended by management, staff, and volunteers, these four-hour trainings looked at classism and ableism as systemic oppressions in our society, organizations, and movements, and what we can do to address and dismantle them.

*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). 196 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, 10 Writing for Radio, 12 Interviewing Techniques, 3 Field Recording, 12 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 35 youth between September 2015 to August 2016.

*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 2016, Denver, Colorado
The Membership Director and Development Director 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 2016, Portland, Oregon

The Web/New Media Director attended this three-day conference for web/new media developers. 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.

Creating and Consuming Media for a Better Future conference sponsored by the University of Oregon School of Journalism and Communication

October 2016, Portland, Oregon

The Program Director attended this one-day conference for young creatives, exploring the future of independent journalism. Participants learn from established journalists and the next generation of people who are using media to change the world.

POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
December 15, 2015	Web & New Media Coordinator	KBOO Website; Internal Bulletin Board; Member, Volunteer and Programmer Email List; On-Air Announcements
December 28, 2015	Membership Director	KBOO Website; Internal Bulletin Board; Member, Volunteer and Programmer Email List; On-Air Announcements
January 15, 2016	Evening News & Public Affairs Director	KBOO Website; Internal Bulletin Board; Member, Volunteer and Programmer Email List; On-Air Announcements

INTERVIEWEE REFERRAL SOURCE SUMMARY

Number of Persons Interviewed:

Recruitment Sources Used in Preceding Year	Number of Persons Interviewed that the Source Referred
KBOO Website; Internal Bulletin Board; Member, Volunteer and Programmer Email List; On-Air Announcements	12
Mac's List https://www.macslislist.org/post/	4
Facebook	1
Word of Mouth (original source: Free Speech Radio News)	1

RECRUITING SOURCES USED

Web & New Media Coordinator

African American Chamber of Commerce

Nova: 503-244-5794; Roy@AfricanAmericanChamberOfCommerce.Com

http://www.blackchamber.info/email_link.cfm

American Indian Radio On Satellite (AIROS)

www.airos.org / airos@unl.edu

Chemeketa Community College Placement Service

jobplacement@chemeketa.edu

KBOO Bulletin Board; listserve: Bread and Roses, Latino, News & PA, Programmers, Youth, Volunteer; on-air announcements; website

Mac's List

<https://www.macslist.org/post/>

Mt. Hood Community College Career Center

Steven Grote: 503-491-7323; grotos@mhcc.edu

National Assoc. of Black Journalists (NABJ)

www.najb.org / nabj@nabj.org / 301-445-7100

NAYA

Kate Bucko 503-288-8177 ext 229; kateb@nayapdx.org

PDX Pipeline

<http://pdxpipeline.com/jobs/>
jobspdx@gmail.com

RECRUITING SOURCES USED
Membership Director and
Evening News and 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

Centro Cultural

ccb@ccb.pt

Chemeketa Community College Placement Service

jobplacement@chemeketa.edu

CNRG List Serv

cnrg@cnrg-portland.org; <http://www.cnrg-portland.org>

Corporation for Public Broadcasting (Job Listserv)

www.cpb.org; stationjobops@npr.org

Craigslist.org

www.craigslist.org

Grassroots Radio Conference listserve

Hispanic Radio Network

www.hcnmedia.com; info@hcnmedia.com; 202-637-8801

Idealist.org
www.idealist.org

KBOO Bulletin Board; listserves: Bread and Roses, Latino, News & PA, Programmers, Youth, Volunteer; on-air announcements; website

Mac's List
<https://www.macslislist.org/post/>

Mt. Hood Community College Career Center
Steven Grote: (503) 491-7323; grotos@mhcc.edu

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

National Assoc. of Black Journalists (NABJ)
www.najb.org; nabj@nabj.org; 301-445-7100

NFCB List Serve
nfcbl@mailman.lmi.net

NAYA
Kate Bucko 503-288-8177 ext 229; kateb@nayapdx.org

Portland Central America Solidarity Committee (PCASC)
info@pcasc.net

PSU Black Studies Department
Fax 503-725-4003

PSU Women's Studies Program
krise@pdx.edu; 503-725-4926

Say Hey! NOW by Partners in Diversity
Vicki Nakashima: nakashimav@msn.com

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

Urban League of Portland
503-280-2600; Fax 503-281-2612

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

No source requested that it be notified of job vacancies