



**KUOW/PUGET SOUND PUBLIC RADIO
ANNUAL EEO PUBLIC FILE REPORT**

For the period commencing October 1, 2020 and ending September 20, 2021

This report lists all full-time vacancies that were filled during the reporting period for KUOW-FM (94.9 FM Seattle), KUOW (1340 AM Tumwater) and KQOW (90.3 FM Bellingham).

LIST OF POSITIONS FILLED

Job Title	Total Applicants / Interviewees	Recruitment Sources / Total Number Referred by Recruitment Source	Hiree recruitment source
Marketing Communications Manager Date filled: 11/9/2020	176 / 3	University of Washington website/UW Hires (1) KUOW website KUOW All Staff email Local organizations (noted with a * in the recruitment source list) AAAED AllDiversity.com CPB Jobline (1) DisabilityConnect.com Diversity Recruitment Partners Facebook Indeed (1) Hispanic Today LinkedIn Seattle Times online/ NW Jobs Twitter	Indeed.com
Supervising Producer Date filled: 11/23/2020	36 / 14	University of Washington website/UW Hires (1) KUOW website (4) KUOW All Staff email Local organizations (noted with a * in the recruitment source list) AAJA CPB Jobline (1) Current / publicmediajobs.org Facebook (1) Indeed (2) Journalism Jobs LinkedIn (1)	KUOW Employee referral

		<p>NABJ NAHJ Seattle Times online/ NW Jobs Twitter KUOW employee referral (3) Friend/relative (1)</p>	
<p>Morning Edition Senior Producer Date filled: 1/19/2021</p>	56 / 8	<p>University of Washington website/UW Hires (1) KUOW website (1) KUOW all staff email Local organizations (noted with a * in the recruitment source list) AAJA CPB Jobline Current / publicmediajobs.org Facebook Indeed Journalism Jobs (1) LinkedIn (2) NABJ NAHJ Seattle Times online/ NW Jobs Twitter Friend/relative (1) University of Washington recruiter (1) Other/unknown (1)</p>	Relative / friend
<p>Director of Philanthropy Date filled: 4/9/2021</p>	54 / 16	<p>University of Washington website/UW Hires KUOW website (3) KUOW All Staff email (1) Local organizations (noted with a * in the recruitment source list) CPB Jobline Facebook Indeed Journalism Jobs LinkedIn (4) Seattle Times online/ NW Jobs Twitter KUOW employee / board member referral (2) Other/unknown (6)</p>	LinkedIn
<p>Talk Show Producer 2, The Record Date filled: 5/10/2021</p>	90 / 9	<p>University of Washington website/UW Hires (3) KUOW website KUOW All Staff email (1)</p>	KUOW internal candidate / All staff email

		<p>Local organizations (noted with a * in the recruitment source list)</p> <p>AAJA</p> <p>CPB Jobline (2)</p> <p>Facebook</p> <p>Indeed (1)</p> <p>Journalism Jobs</p> <p>LinkedIn (1)</p> <p>NABJ</p> <p>NAHJ</p> <p>NAJA</p> <p>Seattle Times online/ NW Jobs</p> <p>Twitter</p> <p>KUOW employee / board member referral (1)</p>	
<p>Traffic Coordinator</p> <p>Date filled: 5/24/2021</p>	16 / 4	<p>University of Washington website/UW Hires</p> <p>KUOW website</p> <p>KUOW All Staff email</p> <p>Local organizations (noted with a * in the recruitment source list)</p> <p>CPB Jobline</p> <p>Current / publicmediajobs.org</p> <p>Diversity Recruitment Partners</p> <p>Facebook</p> <p>Indeed (1)</p> <p>Idealist.org (1)</p> <p>LinkedIn</p> <p>Seattle Times online/ NW Jobs</p> <p>Twitter</p> <p>KUOW employee / board member referral (2)</p>	Indeed.com
<p>News Director</p> <p>Date filled: 6/1/2021</p>	26 / 9	<p>University of Washington website/UW Hires</p> <p>KUOW website (2)</p> <p>KUOW All Staff email (1)</p> <p>Local organizations (noted with a * in the recruitment source list)</p> <p>AAJA</p> <p>CPB Jobline</p> <p>Current / publicmediajobs.org</p> <p>Facebook</p> <p>Greater Public</p> <p>Indeed</p> <p>IRE</p> <p>Journalism Jobs (1)</p> <p>LinkedIn (2)</p>	Employee referral

		Seattle Times online/ NW Jobs Twitter KUOW employee / board member referral (1) Other/unknown (2)	
Creative Manager Date filled: 6/1/21	35 / 2	University of Washington website/UW Hires KUOW website KUOW All Staff email (1) KUOW #allstaff Slack channel Local organizations (noted with a * in the recruitment source list) Diversity Recruitment Partners Facebook Indeed (1) Idealist.org LinkedIn Seattle Times online/ NW Jobs Twitter	KUOW internal candidate / All staff email
Accounts Payable Clerk Date filled: 7/1/2021	43 / 8	University of Washington website/UW Hires (5) KUOW website KUOW All Staff email KUOW #allstaff Slack channel Local organizations (noted with a * in the recruitment source list) Facebook Indeed (3) LinkedIn Seattle Times online/ NW Jobs Twitter	UW Hires
Audio Video Producer Date filled: 7/7/2021	82 / 5	University of Washington website/UW Hires (1) KUOW website (1) KUOW All Staff email KUOW #allstaff Slack channel Local organizations (noted with a * in the recruitment source list) CPB Jobline Current Public Media Job Fair (1) Diversity Recruitment Partners Facebook Greater Public Indeed (1) Idealist.org LinkedIn Seattle Times online/ NW Jobs	Other

		Twitter Other/unknown (1)	
Announcer Date filled: 7/9/2021	57 / 3	University of Washington website/UW Hires KUOW website (1) KUOW All Staff email (1) KUOW #allstaff Slack channel Local organizations (noted with a * in the recruitment source list) Current Public Media Job Fair (1) Facebook Indeed LinkedIn Seattle Times online/ NW Jobs Twitter	Current Public Media Job Fair
Accounting Assistant Date filled: 7/19/2021	30 / 6	University of Washington website/UW Hires (3) KUOW website (1) KUOW All Staff email KUOW #allstaff Slack channel Local organizations (noted with a * in the recruitment source list) Facebook Indeed (1) Idealist.org LinkedIn (1) PMBA PRADO ListServ Seattle Times online/ NW Jobs Twitter	LinkedIn
IT Systems Technician Date filled: 8/23/2021	30 / 4	University of Washington website/UW Hires (3) KUOW website KUOW All Staff email KUOW #allstaff Slack channel Local organizations (noted with a * in the recruitment source list) Facebook Indeed (1) Idealist.org LinkedIn Seattle Times online/ NW Jobs Twitter	UW Hires
Senior Director, Digital Product Date filled: 8/30/2021	138 / 8	University of Washington website/UW Hires (1) KUOW website (2) KUOW All Staff email	LinkedIn

		KUOW LinkedIn (4) KUOW Twitter KUOW Facebook Local organizations (noted with a * in the recruitment source list) AllDiversity.com CPB Jobline Current / publicmediajobs.org DisabilityConnect.com Diversity Recruitment Partners HispanicDiversity.com Indeed NAAAP OutandEqual.com Seattle Times online/ NW Jobs VeteransConnect.com KUOW employee / board member referral (1)	
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INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Applications during the Reporting Period: 869

Total Number of Persons Interviewed during the Reporting Period: 99

Recruitment Sources Referring Interviewees during Reporting Period	Number of Persons Interviewed that the Source Referred
UW Hires website	19
KUOW.org	15
LinkedIn	15
Indeed	12
KUOW Employee	10
Other/unknown	10
KUOW staff email/current employee	5
CPB	4
JournalismJobs.com	2
Current Public Media Job Fair	2
Friend	2
Idealist.org	1

Facebook	1
UW Recruiter	1

RECRUITING SOURCES USED

On our website (kuow.org/careers) we provide an opportunity for organizations to be added to our job opening mailing list. Those that have requested this notification are marked with the symbol * and have been notified of all openings since they made that request.

Referral Source	Contact	Contact Information
American Association for Access Equity and Diversity (AAAED)		https://affirmativeaction-jobs.careerwebsite.com/ 202.349.9855
* Annex Theater	Stephen McCandless	206.728.0933 Stephen.mccandless@annextheatre.org
Asian American Journalists Association		http://www.aaja.org 415.346.2051
AllDiversity.com		https://alldiversity.com/ 973.992.7311
Corporation for Public Broadcasting (CPB) Jobline		www.cpb.org/jobline 202.879.9600 jobline@cpb.org
Current Public Media Jobs		https://jobs.current.org/ 202.885.6412
Disabilityconnect.com		https://disabilityconnect.com/ 973.992.7311
Diversity Employers (Diversity Recruitment Partners)		www.diversityemployers.com 281.265.2472 pres@diversityemployers.com
* Evergreen State College		360.867.6000 seo@evergreen.edu jobline@evergreen.edu
Facebook		www.facebook.com/kuowpublicradio/
Greater Public		https://www.greaterpublic.org/jobs/ 800.454.2314
HispanicDiversity.com		https://hispanicdiversity.com/ 973.992.7311

HispanicToday.com		https://hispanic-today.com/
Idealist		https://www.idealists.org support@idealists.org
Indeed		www.indeed.com
Investigative Reporters and Editors (IRE)		https://www.ire.org/find-a-job/ 573.882.2042 info@ire.org
Journalism Jobs		www.journalismjobs.com 510.653.1521
* KAOS – Olympia Community Radio	Ruth Brownstein	360.867.6888 brownst@evergreen.edu
* KBCS 91.3		425.564.2427 office@kbcfs.fm
* KEXP 90.3	Michelle Myers	206.520.5800 michelem@kexp.org
KUOW website		https://kuow.org/careers 206.543.2710
KUOW All Staff email		internal all KUOW staff email
KUOW #allstaff Slack channel		Internal all KUOW staff Slack channel
LinkedIn		www.linkedin.com/company/kuow-public-radio
*LDS Church – Bellevue Washington South Stake	Steve Olson	stevengolson@gmail.com
National Association of Asian American Professionals (NAAAP)		https://jobs.naaap.org/
National Association of Black Journalists (NABJ)		www.nabj.org 301.405.0248
National Association of Hispanic Journalists		www.nahj.org
Native American Journalists Association		www.naja.com
OutandEqual.com		https://outandequal.com/ 973.992.7311
Public Media Business Association (PMBA)		https://www.pmbaonline.org/industry-jobs 240.844.3600
Public Radio Association of Development Officers (PRADO) listserve		Managed listserve www.pradoweb.org prado-request@listserve.syr.edu
*Seattle Central College	Lisa Sandoval	206.934.5575 lisa.sandoval@seattlecolleges.edu

Seattle Times online/ NW Jobs		https://jobs.seattletimes.com 206.624.7355
*The Washington Bus		fellowship@washingtonbus.org
Twitter		@kuow
University of Washington (UW) Hires website	Joanie Moran	https://hr.uw.edu/jobs/ 206.543.2544
*UW History Fellows/Undergraduate Advising		histadv@uw.edu

PRONG 2 - NOTICE OF FULL-TIME VACANCIES TO REQUESTING ORGANIZATIONS

KUOW has invited organizations and community groups to be notified of all full-time vacancies via annual on-air announcements and a permanent notice posted on the station’s website.

Community Sources Requesting Job Opening Notifications (full contact details in table above):

- Annex Theater
- Evergreen State College
- KAOS – Olympia Community Radio
- KBCS 91.3
- KEXP 90.3
- LDS Church – Bellevue Washington South Stake
- Seattle Central College
- The Washington Bus
- UW History Fellows/Undergraduate Advising

PRONG 3 – Participation in longer-term recruitment initiatives, such as job fairs, scholarship and internship programs, and community events designed to inform the public of employment opportunities in broadcasting.

1. Participation in Job Fairs

KUOW staff members participated in the following virtual career fairs during the reporting period.

- Current Public Media Career Fair; 3/31/2021
- NAHJ Career Fair; 7/14/2021
- NABJ Career Fair; 8/18/2021-8/20/2021
- AAJA Career Fair; 8/24/2021-8/25/2021

2. Establishment of an internship program

RadioActive Youth Media

The RadioActive Youth Media program was established by KUOW to become a place where youth discover public radio journalism and gain the tools they need to make their own stories. RadioActive's flagship 'Intro to Journalism' workshops guide high school age youth with no journalism experience through the process of making professional-quality stories about their lives and communities. In so doing, they build critical communications and media literacy skills as well as self-confidence, curiosity and leadership.

RadioActive also provides ongoing leadership development for Intro Workshop graduates and reaches between 400-800 young people each year through community programming: mobile and pop-up journalism discovery workshops in schools and community centers around the region. Pop-up workshops serve marginalized youth, including incarcerated youth, migrant worker youth and refugees. All RadioActive workshops are offered free of charge, and youth who complete the Intro Workshop and Advanced Producer Workshop are paid for their work. Advanced Producers have opportunities to earn ongoing payments through leadership and production work.

Introduction to Journalism Workshops

- The workshop is open to youth age 15-18 via a competitive application process. It is currently offered once a year, in the summer.
- Participants learn radio production and journalism skills, and produce original content for kuow.org and 94.9 FM.
- In summer 2021 the workshop met online, 4 days a week for 4 weeks, with supplemental at-home work and optional drop-in meetings. Equipment and materials were provided. Participants earned \$600 for successfully completing the workshop.

Advanced Producer Programming

- Advanced Producers are youth who have graduated from a RadioActive Introduction to Journalism workshop. There is no upper limit to the age of these participants.

- The Advanced Producer workshop meets regularly from January to May. Participants must apply and be accepted into the workshop. For successfully completing the workshop, they receive \$1,200. There are two production tracks: news and narrative production. In each track, participants learn advanced skills and produce original content for kuow.org and 94.9 FM, as well as RadioActive’s social media channels.
- Additional paid production opportunities are made available to Advanced Producers by application throughout the year. During the reporting period these included hosting and producing an on-air showcase for 94.9 FM, collecting interviews for 94.9 FM and KUOW podcasts, hosting a regular podcast series, participating in a radio musicals partnership, interning for a KUOW podcast, and co-reporting stories for kuow.org and 94.9 FM with KUOW journalists.
- Advanced Producers are also paid to lead outreach events and mobile workshops; to mentor students in Intro to Journalism workshops; and to support strategic planning, decision-making, and hiring processes at RadioActive.
- Additional unpaid learning opportunities are open to Advanced Producers throughout the year. During the reporting period these included a regular speaker series, listening sessions, and the chance to shadow on-air hosts.

During the reporting period RadioActive held one Introduction to Journalism workshop and two Advanced Producer workshops, provided seven additional paid production opportunities and three additional unpaid learning opportunities.

Session	Students	Dates	Location	Curriculum
Advanced Producer Workshop Fall 2020	4	November 2020-January 2021	Online	Advanced skill building in podcast production, with a focus on reporting factual stories that incorporate fictional storytelling elements.
Advanced Producer Workshop Spring 2021	12	January-May 2021	Online	Advanced skill building in news reporting, narrative audio storytelling, podcast production, and journalism. Production of feature stories, narrative stories, podcasts.
Intro to Journalism Summer 2021	15	July-August 2021	Online	Intro to journalism, media representation and journalism ethics, audio recording, audio editing, interviewing, writing for broadcast and speaking on the air. Production of audio profile stories.
Paid production opportunities for Advanced Producers	17	Year-round	Online	Hosting and producing an on-air showcase, collecting recorded interviews, hosting a regular podcast series, participating in a radio musicals partnership, interning for a KUOW podcast, co-reporting stories with KUOW journalists.
Unpaid learning opportunities for Advanced Producers	23	Year-round	Online	Speaker series, listening sessions, on-air hosting job shadow.

Mobile and Pop-up Workshops

The RadioActive team offers skill-building workshops on interviewing, writing for radio, media literacy, and storytelling. These workshops are offered in schools and community centers throughout the year (the individual workshops are captured in the “events or programs relating to career opportunities sponsored by educational institutions” list below).

Pop-up workshops are story production workshops for under-served communities that last from one day to several weeks. During the reporting period KUOW offered these pop-up workshops:

Seattle Housing Authority – November-December 2020 – 12 youth

RadioActive partnered with the Seattle Housing Authority for our first virtual pop-up workshop with youth in the New Holly and Rainier Vista housing communities. In this weekly pop-up workshop, 12 middle schoolers met to learn how to record and edit audio, and to write and voice podcast scripts. They were mentored by professional journalists and RadioActive Advanced Producers, and they worked in small groups to produce original short podcasts.

King County Juvenile Detention Center – April 2021 – 6 youth

RadioActive offered a two-day workshop for youth who are incarcerated at the King County Juvenile Detention Center. In this workshop, students wrote and recorded original podcasts. They listened to other youth-produced radio pieces, learned the basics of digital audio recording, then wrote and recorded original scripts on topics of their choice. They learned audio editing basics and had the opportunity to add music, sound effects, and recorded interview clips and sounds from within the juvenile detention center to their finished pieces. Their podcasts were published on kuow.org and were distributed on the RadioActive Youth Media podcast.

Seattle-area youth – June 2021 – 12 youth

RadioActive received over 230 applications for our paid Intro to Radio Journalism Workshop in summer 2021. This 5-day story production workshop was offered free of charge to all youth who applied but were not accepted to the Intro workshop. In this series of 90-minute sessions, 12 teens from all over the Seattle area learned how to record and edit audio, structure stories, write radio scripts, and make high quality voice recordings at home. They were mentored by RadioActive Advanced Producers and had the opportunity to produce original short radio stories.

3. Participation in events or programs relating to career opportunities sponsored by educational institutions

Date	Organization	Description	Staff	# Participants
10/16/20	Everett Community College	Discussion and Q&A about journalism and storytelling with students in the Journalism & Media Communication program	RadioActive Staff	25
12/11/20	Louisa Boren STEM School	Writing and voicing workshop with 8th grade students working on a podcast project in their classroom	RadioActive Staff	28
1/9/21	University of Washington Young Executives of Color	Virtual tabling event with high school youth who are part of the UW business leadership program YEOC	RadioActive Staff	30
2/18/21	Big Picture High School	Listening to radio stories and discussing the opportunity to participate in the RadioActive program	RadioActive Staff	20

3/13/21	The Creative Advantage and Seattle Parks and Recreation	Storytelling workshop open to all Seattle Public Schools high school students	RadioActive Staff	20
3/21/21	The Creative Advantage and Seattle Parks and Recreation	Interviewing workshop open to all Seattle Public Schools high school students	RadioActive Staff	11
3/27/21	The Creative Advantage and Seattle Parks and Recreation	Writing and voicing workshop open to all Seattle Public Schools high school students	RadioActive Staff	11
4/3/21	The Creative Advantage and Seattle Parks and Recreation	Creative audio listening workshop open to all Seattle Public Schools high school students	RadioActive Staff	11
4/10/21	The Creative Advantage and Seattle Parks and Recreation	Media literacy workshop open to all Seattle Public Schools high school students	RadioActive Staff	6
4/16/21	University of Washington Upward Bound	Interviewing workshop for students in University of Washington's Upward Bound program for high school students	RadioActive Staff	5
4/22/21	Rainier Beach High School	Two storytelling workshops for Rainier Beach High School's BLOC party conference day	RadioActive Staff	10
6/2/21	Big Picture High School	Listening to radio stories and discussing the opportunity to participate in the RadioActive program	RadioActive Staff	12
6/22/21	University Preparatory Academy	Listening to radio stories, discussion and Q&A about journalism and storytelling	RadioActive Staff	12
7/16/21	DO-IT	Interviewing workshop for students in UW's DO-IT program for students with disabilities	RadioActive Staff	19
9/20/2021	Mercer Island High School	Career talk for high school students.	KUOW programming staff member	

Note about participant numbers: If a box is blank it is because either the event was a tabling event in which hundreds of students stopped by for a short-term interaction, or because it was a pre-recorded virtual event promoted to a large audience. In either case, we do not have an exact participant count for that event.

4. Providing training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

KUOW staff are employees of the University of Washington. The University of Washington and KUOW are committed to full and positive compliance with all applicable federal, state and University of Washington laws and policies regarding discrimination on the basis of race, color, creed, religion, national origin, citizenship, sex, pregnancy, age, marital status, sexual orientation, gender identity or expression, genetic information, disability, or veteran status.

KUOW's Racial Equity Team (RET) is an advisory body to the Office of the President & General Manager and the executive leadership team.

The leadership of the RET identifies best practices, attends conferences and trainings and brings this knowledge back to KUOW leadership.

All staff and board members complete our *Leading with a Racial Equity Lens for Organizational Transformation* training, with more continuous trainings offered throughout the year including sessions on implicit bias, managing for a diverse workplace and cultural competence.

Details of trainings provided in 2021 are listed below:

Date	Description	Participants
10/13/2020	Diversity Style Guide (Using Inclusive and Equitable Language) Rachele Kanigel	All Staff & PSPR Board
10/20/2020	Inclusive Content Workshop, Part 1 Facilitated by Rachelle Kanigel	Newsroom/content creation staff
10/27/2020	Inclusive Content Workshop, Part 2 Facilitated by Rachelle Kanigel	Newsroom/content creation staff
11/10/2020	Inclusive Content Workshop, Part 3 Facilitated by Rachelle Kanigel	Newsroom/content creation staff
12/2/2020	Journalism Beyond Objectivity (media ethics and journalistic objectivity) Lewis Raven Wallace	All Staff & PSPR Board
12/15/2020	Race, Narrative and the News Jen Soriano	All Staff & PSPR Board
1/21/2021	Land acknowledgement and the importance of supporting Indigenous People Colleen Echohawk	All Staff & PSPR Board
2/3/2021	NPR VP of diversity -an update/overview of NPR's efforts. Keith Woods	All Staff & PSPR Board
2/25/2021	Approaches to Newsroom Organizing Tristan Ahtone	All Staff & PSPR Board
3/4/2021	Keynote for Leadership – Designing an Equitable Organization Minal Bopaiah	Leadership Team
3/18/2021	Keynote for Leadership – Designing an Equitable Organization Minal Bopaiah	Leadership Team
4/1/2021	Unconscious Bias in the News Minal Bopaiah	All Staff & PSPR Board
7/15/2021	DEI Training Menal Bopaiah	PSPR Board
9/13/2021	KUOW Diversity, Equity, and Inclusion strategy and ways staff can better implement DEI tools in day-to-day operations. Sally Lehrman & Venise Wagner	Content, Business, Marketing and Development staff