

## 2022 ANNUAL EEO PUBLIC FILE REPORT

### Bellevue College

Station: KBCS (FM-HD-NCE), Bellevue, WA  
Reporting Period: September 30, 2021 – September 29, 2022  
Full Time Employees: Between 5 and 10  
Small Market: No

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):

*(1) Hosted at least one job fair.*

The KBCS General Manager and the KBCS News Director participated in the *Bellevue College Networking and Job Fair* on May 18<sup>th</sup>, 2022. This job fair was open to all members of the public and attracted a large crowd of job seekers from across the region. The KBCS booth at the job fair attracted many people from all walks of life who were interested in learning more about opportunities in radio broadcasting and more about specific jobs in radio broadcasting. Over 40 people added their names, areas of interest, availability and contact information for consideration in available full-time and part-time positions and volunteer opportunities at the radio station

*(2) Establish an internship program designed to assist members of the community to acquire skills needed for broadcast employment.*

KBCS is a noncommercial educational radio station that utilizes a community radio programming format. The majority of all KBCS music programming is produced and hosted by over 40 local community volunteers. KBCS on-air volunteer hosts complete an established radio broadcasting learning/training program where they are instructed in broadcasting best practices, audio production techniques, the proper use of standard broadcast equipment, hardware, audio editing software, and other related broadcast technical skills. They are also instructed in FCC rules and regulations as those regulations pertain to aspects of broadcasting that they need to be aware of in the performance of their on-air duties. This includes awareness and instruction in the

FCC EEO requirements. The training of these community volunteers is ongoing and both their on-air and off-air broadcast/station operations performance is routinely evaluated, and professional feedback is offered to improve performance and correct deficiencies if they occur.

KBCS provides ongoing and accessible student internship opportunities for both college and high school students. During this reporting period there were five (5) college and high school students and five (5) community volunteers working under the oversight of the KBCS News Director. These students and volunteers receive expert training in the basic skills of broadcast journalism including on air reporting, journalistic ethics, best practices for interviewing, and advanced audio production techniques.

During this reporting period there was one (1) college student worker that hosted and produced a weekday live afternoon music program on KBCS under the guidance of the KBCS Music Director. There were also two (2) college students that worked with the KBCS Music Director as Music Librarians.

KBCS has an active and ongoing relationship with local schools and community organizations, both public and private, to provide ongoing internship and volunteer opportunities in broadcast journalism, marketing, and promotion, on air hosting, or audio engineering for Junior and Senior level high school students. During this reporting period one (1) college student intern with interests in marketing and promotions worked with the KBCS Development/Membership Manager.

During the 2022 reporting period, KBCS collaborated with the Occupational & Life Skills (OLS) program at Bellevue College. This partnership provides adult students with learning disabilities the opportunity to work at KBCS. During this 2022 reporting year, KBCS provided a paid internship for a OLS student in the KBCS music department working as a music librarian.

*(3) Provided training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions.*

The KBCS News Department proactively seeks out and cultivates collaborative partnerships with independent nonprofit news organizations in our community. The cooperative interaction between print and broadcast journalists offers the opportunity for cross training in specific skill sets that are applicable to employment in radio broadcasting. In today's media market, journalists that have experience or cross training in print, digital, and broadcasting have distinct advantages and opportunities for job openings in all these fields. During this 2022 reporting period, KBCS entered a new collaboration with Converge Media to join with other established local nonprofit media outlets that collaborate with KBCS on news reporting assignments or special reporting projects.

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

Bellevue College provides ongoing management training programs with the focus on diversity, equity, and inclusion hiring initiatives for all staff members that wish to participate on hiring committees at Bellevue College.

Each year, all KBCS officials including the full-time staff, part-time staff, and all student interns and student workers are required to complete a formal training program on raising awareness on the need to identify and report cases of workplace harassment.

*(5) Establish training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.*

Bellevue College provides continuing management training programs at no cost to all full-time employees of the college. During this reporting period, the college added additional management training classes open to all exempt and classified staff. This includes the KBCS radio staff. All KBCS staff are encouraged to participate in these management training programs and allowances are made for the radio staff to participate in these management training opportunities during regular work hours at their full rate of pay. The following staff have completed these management training courses: The News Director: “Meridians: Title XI” training on 7/29/22, “Hazing Awareness and Prevention” on 9/26/22; the Operations Manager: “Public Speaking Workshop” 7/2022, “Hazing Awareness and Prevention” on 8/16/2022.

### **LIST OF POSITIONS FILLED**

There were no full-time positions filled at KBCS during this reporting period.