

Licensee: Friends of KEXP (Fac ID 68668)

90.3 FM, Seattle, WA

92.7 FM, Alameda/San Francisco, CA

EEO Annual Public File Report: October 1, 2023 – September 30, 2024

This EEO Annual Public File Report is filed in KEXP's public file and posted at www.kexp.org in compliance with Section 73.2080(c)(6) of the FCC's rules.

If your organization would like to receive notice of vacancies, please contact us at 206-520-5800. All openings are posted at www.kexp.org/jobs.

Friends of KEXP employs 87 full time (30+ hours/week) employees and are required to perform at least four outreach initiatives every two years.

Equal Employment Opportunity Policy Statement

KEXP has been, and will continue to be, committed to recruiting, hiring, developing, compensating, and promoting the best-qualified individuals for positions at all levels. In order to provide equal employment and advancement opportunities to all individuals, KEXP's employment practices will not be influenced or affected by an applicant's or employee's race, color, religion, gender, national origin, age, disability, political ideology, veteran status, sexual orientation, gender identity, marital status, genetic characteristics, or any other class protected by law.

This statement reaffirms our dedication to the principles of Equal Employment Opportunity and our expectation that all employees will lend their full support to furthering KEXP's success through implementation of those principles.

Vacancies and Hiring

Job Title	Date of Hire	Recruitment Sources Notified	Number of Interviews	Recruitment Sources of Interviews	Recruitment Source of Hire
Midday Show Producer	10/16/2023	1-7, 9-21	7	1, 2, 5, 7, 8	5
CRM Developer	12/18/2023	1-7, 9-20, 23-24	6	2, 5, 10	2
Video Producer	3/18/2024	1-7, 9-21	11	2, 5, 6, 7, 8, 9, 10	6
Advancement Coordinator, Bay Area	8/26/2024	1-7, 9, 11, 25-27	10	1, 5, 8, 9, 11, 27	5
Director of Advancement, Bay Area	7/8/2024	1-7, 9-11, 25-26	13	1, 2, 7, 8, 9, 11, 25	1
Account Executive, Underwriting & Business Support, Bay Area	7/8/2024	1-7, 9-10, 12-20, 22	7	1, 2, 10	10
Drive Time Producer & Project Manager	7/16/2024	1-7, 9-21, 28	19	1, 2, 3, 5, 6, 7, 8, 9, 20, 28	2

Total Interviews Conducted: 73

Total Full-Time Employees Hired: 7

Please note that recruitment sources 12-19 correspond to our community referral organizations, listed on page 5.

In addition, some sources listed are used only when appropriate for the specific job opening, not for all positions.

Recruitment Sources

#	Name	Contact Information	Type of Source	# of Interviewees
1.	KEXP Website	www.kexp.org/about/jobs	Station website	17
2.	KEXP on-air spot	Friends of KEXP 472 1 st Ave. N Seattle, WA 98109	Radio broadcast	9
3.	KEXP Facebook	www.facebook.com/kexp.fm	Station social networking page	1
4.	KEXP Twitter	www.twitter.com/kexp	Station social media page	
5.	KEXP Instagram	www.instagram.com/kexp/	Station social media page	9
6.	Current employees	Friends of KEXP 472 1 st Ave. N Seattle, WA 98109	Current employees notified by internal job announcement email	3
7.	Employee referral	Friends of KEXP 472 1 st Ave. N Seattle, WA 98109	Referral from current employee	8
8.	Community referral		Referral from community member who is not an employee	6
9.	Indeed	www.indeed.com	Online job board	5
10.	LinkedIn	www.linkedin.com	Business-related social networking website	7
11.	Idealist	www.idealists.org	Online job board for non-profits	4
12.	Asian Counseling & Referral Services	www.acrs.org	Non-profit focused on empowering Asian-Americans and Pacific Islanders	
13.	Catholic Community Services	www.ccsww.org	Religious service organization	
14.	City University	www.cityu.edu	University career services	
15.	Courage 360	www.courage360.org	Non-profit focused on economic self-sufficiency for low-income women and families	
16.	Evergreen State College (KAOS Radio)	www.evergreen.edu	College radio station	

17.	Green River Community College	www.greenriver.edu	Community college career services	
18.	UIATF Native Workforce Services Program	www.unitedindians.org	Non-profit focused on cultural and social services for indigenous people of Puget Sound	
19.	Urban League of Metropolitan Seattle	info@urbanleague.org	Email list of non-profit empowering African Americans in Seattle	
20.	Greater Public	https://greaterpublic.org	Job board for positions in public media	1
21.	Seattle Office of Arts & Culture	https://www.seattle.gov/arts	Job board for positions in the arts.	
22.	Public Media Jobs	http://jobs.current.org/	Online job board for public media positions.	
23.	People of Color in Tech	https://www.peopleofcolorintech.com	Professional resources and job board for people of color.	
24.	Built In Seattle	https://www.builtinseattle.com	Online job board for Seattle startups and tech companies.	
25.	Association of Fundraising Professionals Golden Gate	https://www.afpgoldengate.org	Online job board for philanthropy positions in the Bay Area.	1
26.	City and County of San Francisco	Art-info@sfgov.org	Online arts job board for the City and County of San Francisco and surrounding areas.	
27.	Glassdoor	www.glassdoor.com	Online job board	1
28.	Corporation for Public Broadcasting	http://cpb.org	Online job board for public media positions	1

Community Referral Organizations

Asian Counseling & Referral Services
3639 Martin Luther King Jr. Way S
Seattle, WA 98144
employmentprogram@acrs.org

Catholic Community Services
100 23rd Avenue S
Seattle, WA 98144
nwejobs@ccsww.org

City University
521 Wall Street, Suite 100
Seattle, WA 98121
careers@cityu.edu

Courage 360
3516 S 47th St., #205
Tacoma, WA 98409
wendys@courage360.org

Evergreen State College (KAOS Radio)
2700 Evergreen Parkway NW
Olympia, WA 98505
kaos@evergreen.edu

Green River Community College
12401 SE 320th Street
Auburn, WA 98092-3622
workforce@greenriver.edu

UIATF Native Workforce Services Program
Discovery Park
P.O. Box 99100
Seattle, WA 98139
yspencer@unitedindians.org

Urban League of Metropolitan Seattle
105 14th Avenue, Ste. 200
Seattle, WA 98122
info@urbanleague.org

Outreach Initiatives

1. Internship Fairs and Career Days

Staff from KEXP participated in the following career panels and internship fairs by distributing information about our internship and volunteer programs, collecting resumes, gathering email addresses, and answering questions about the station:

Showalter Middle School Career Day Panel

Ashley McDonald, Early Producer & Programming Project Manager/DJ

3/6/2024

Y-WE Career Day

DJ Yaddy, Street Sounds Host

4/27/2024

Participation in these panels is overseen by Andrea Friedman, Education & Volunteer Engagement Manager.

2. Professional Development Program

In December 2023, KEXP offered “The Art of Project Management” training led by a University of Washington Professional and Organization Development (POD) class staff member. Every year KEXP tracks desired position and career advancement opportunities that emerge during performance reviews. As project management is consistently the most popular topic, we provided two half-day sessions for a group of 20 staff covering all steps in project planning.

In 2024, KEXP launched a Lunch & Learn program, a monthly training conducted by staff. Topics ranged from tips and tricks for using internal systems like Outlook calendar, Google Meet, and Smartsheet to special projects by interns and staff such as what’s in the “world music” category in our music library and a Community Archiving presentation.

Katie Atkins, HR Recruiting & Training Coordinator, arranged both the project management training and the Lunch & Learn program.

3. EEO Training

KEXP requires all staff to complete harassment prevention and anti-discrimination training annually. Katie Atkins, HR Recruiting & Training Coordinator, ensures that training is provided and completed.

4. Youth DJ Program

KEXP offers a free education program teaching youth the art of music curation and radio. Working with KEXP DJs, young music-lovers gain knowledge and training in music curation, board operation, physical and digital asset management, mentorship, and basic radio skills. Youth also gain insight into non-commercial public community radio with classes taking place at the KEXP studio.

The program is six weeks long, from September 7, 2023 – October 12, 2023. Students who complete the full training may join a cohort of rotating hosts for KEXP's youth show 90.TEEN. The program is overseen by Sharlese Metcalf, Afternoon Show Producer & Programming Education Manager.

5. Education Tours

Education tours are available to Title I eligible public schools as well as non-profits and groups serving youth who are furthest from educational justice. They are free of charge and last approximately one hour. Education tours are focused on career-connected learning and include information about the diverse career pathways that exist in the radio and music industry, as well as different job positions and departments at KEXP. In the 2023-2024 license year, we offered 18 tours that reached 274 students. The education tours are managed by Mathilde Xiao, Education & Volunteer Engagement Programs Administrator.

6. Teaching Artists Program

KEXP's Teaching Artists program connects teachers and nonprofit leaders in the Pacific Northwest with professionals working within the music radio industry to enrich curriculum and connect with students. The program is made available at no cost to Title I eligible public schools and includes stipend payments to the artists. In the 2023-2024 license year, the following after school programs were conducted:

DJing 101 and Music Appreciation
Showalter Middle School
Teaching Artist: Mike Ramos
January-June 2024

Sound Exploration
Emerson Elementary via WA-BLOC
Teaching Artist: Joshua Nucci
July 2024

Teaching Artists are professionals, including both KEXP staff and members of the wider community, who offer 30-90 minute classes in the following areas:

- Radio DJing
- Audio Engineering
- Videography
- Music Journalism
- Broadcast Engineering
- Music Production
- General Music Industry
- Visual Arts

The Teaching Artists program is overseen by Andrea Friedman, Education & Volunteer Engagement Manager, and Mathilde Xiao, Education & Volunteer Engagement Programs Administrator.

7. Internships

KEXP's internship program seeks to provide interns from historically under-invited communities with hands-on experience in the nonprofit arts sector. Our program is designed to develop and equip emerging leaders interested in furthering their careers in a broad array of fields including music programming and production, audio engineering, education, and events.

Our interns learn skills in business communication, project management, problem-solving, audio technology, database management and more. These skills and experiences offer our interns a unique ground-level glimpse of the day-to-day life of a community-supported radio station and arts organization, while offering relationship building and networking opportunities with individuals throughout the music industry. All internships are paid.

Internships are a seven month commitment from April through November. Our interns come from a variety of Seattle-area colleges and universities, including the University of Washington and Seattle Central.

Our internship program is administrated by Andrea Friedman, Education & Volunteer Engagement Manager, and Mathilde Xiao, Education & Volunteer Engagement Programs Administrator.

Active Intern Positions for 2024:

Mobile Software Intern
Supervisor: Jay Kardong, Software Developer

Audio Production Intern
Supervisor: Matt Ogaz, Senior Production Engineer

Library & Archives Intern
Supervisor: Afsheen Nomai, Media Asset & Archive Manager

Latin American Content Intern
Supervisor: Albina Cabrera Morales, Latin Partnerships & Editorial Manager