

KCSN ANNUAL EMPLOYMENT REPORT FY 2004-2005

KCSN Public Inspection File

FY 2004-2005 EEO ANNUAL EMPLOYMENT PUBLIC FILE REPORT

AUGUST 1, 2004 TO JULY 31, 2005

1) Full-time vacancies filled during fiscal year:

One

2) Recruitment Resources for each vacancy:

CSUN Employment Website that is open to the public; EOB-Employment Opportunities Bulletin; CSUN Careers Website, an on-line employment website that covers the entire 23 campus California State University system.

3) Recruitment Resources for MPP (CSU Management Personnel Plan)/GM:

CURRENT Newspaper; Broadcasting and Cable; Radio and Records; Electronic Media; PUBRADIO; CPB Jobline

4) Recruitment referral:

Above referenced websites, publications, and bulletins

5) Total number of persons interviewed for all full-time vacancies during period:

Three persons

6) Total number of persons interviewed for all full-time vacancies filled during period per source:

Three persons

7) Outreach activities during period :

Introduction

KCSN has five full-time employees (regular 40 hours or more per week). During FY 04 - 05 KCSN had one full-time State job vacancy occur. CSUN Human Resources maintains an active employment outreach and the one position was filled in a timely manner. This was a full-time State position, Bargaining Unit 9. At the present KCSN has a viable full-time staff of five persons and there are no full-time job openings at the station now or in the foreseeable future.

Job Fair Participation

KCSN is unable to participate in job fairs due to our existence as a department within the California State University system. All hiring is controlled by the University's Human Resources Department.

Internships, Volunteers, Student Involvement

KCSN continues to have strong academic ties to the CSUN College of Journalism. Each academic semester over 70 CSUN Journalism Students participate in live broadcasts of the award-winning KCSN News. Early morning news updates plus a ½ hour program called "The Evening Update" make for a vibrant hands-on learning experience for these young broadcast journalists. KCSN's News Director Keith Goldstein has garnered over 500 awards for excellence during his 18 year tenure. Students write and edit the news, produce and anchor the broadcasts, and create all of the feature stories themselves. These CSUN students are being exposed to and are participating in professional radio journalism activities through KCSN. KCSN also employs 2 Federal Work Study Interns per academic semester who learn many aspects of radio station operation, from board operation to audio production, membership and development duties, and daily business office functions. KCSN also continues to offer formal production internship positions each academic year to qualified and energetic students from the University. These students work closely with the KCSN Production Manager Meishel Menachekanian during his daily production duties. Interns learn how to produce audio, station imaging and voice-over technique, along with digital editing and final mix-down techniques. This is a unique and exciting opportunity for CSUN students which KCSN has offered for many years.

KCSN's broadcast staff consists primarily of community volunteers. Most of the music programming is produced, programmed, and hosted by volunteers from the Los Angeles County area. This again offers our community a chance to participate in the operation of the radio station. Along with volunteers we also engage CSUN students and local high school students to volunteer, intern, and be a part of the KCSN community. Formal and informal training opportunities abound at KCSN, and we welcome anyone who is interested to visit and consider taking part in the KCSN radio experience.

Tours

KCSN regularly provides tours of its facility to local elementary and high school students alike, as well as community groups like the Boy and Girl Scouts, Indian Princess and Indian Guide troupes, as well as Cub Scouts and Brownie groups. Tours explain station operations, production, and help promote careers in public radio and broadcasting. Station tours are available to any member of the public during regular business hours.

- CSUN/KCSN plans to list upper-level job openings (when such openings occur) with various public radio organizations that reach women and minorities.
- **Advertising for upper-level job openings (when such openings occur) can be found in the following publications, websites, and bulletins:**

CURRENT / Public Broadcasting bi-weekly newspaper
Broadcasting and Cable / magazine
Radio and Records / weekly trade journal
Electronic Media / Website
PubRadio / Website
Corporation for Public Broadcasting Jobline / Website

KCSN FM is a non-profit organization broadcasting from the campus of California State University Northridge. Information about our [Privacy Policy](#) and [CSUN Disclaimers](#) regarding website usage is available by clicking through the preceding links.