

KCSN ANNUAL EMPLOYMENT REPORT FY 2014–2015

KCSN Public Inspection File

EEO ANNUAL EMPLOYMENT PUBLIC FILE REPORT

AUGUST 1, 2014 TO JULY 31, 2015

1) Full-time vacancies filled during fiscal year: **One**

2) Recruitment Resources for each vacancy:

<u>NAME OF ENTITY AND ADDRESS</u>	<u>CONTACT PERSON AND PHONE</u>	<u>TYPE OF ORGANIZATION OR ENTITY</u>
<i>CURRENT</i> NEWSPAPER 6930 Carroll Ave, Suite 350 Tacoma Park, MD. 20912	Vacancy postings via on-line submission at Current.org. 301-270-7240	Newspaper with focus on Public Broadcasting
http://www.csun.edu/careers University Hall #165 18111 Nordhoff Street Northridge, CA. 91330	Mika Williamson Director, Recruitment Services and Compensation 818-677- 2101	Educational Institution, license holder of KCSN Radio
http://csucareers.calstate.edu/ Office of the Chancellor 401 Golden Shore, Long Beach, CA	562-951-4000	Educational Institutions

4) Total number of persons interviewed for all full-time vacancies filled during period: **7 (seven)**

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

CSUN Website: **4**

California State University Careers Website: **2**

Current (Newspaper): **1**

All Access.com: **0**

6) Outreach activities during period:

Introduction

KCSN has six full-time employees (regular 30+ hours or more per week).

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 College of Journalism and the Cinema and Television Arts Department at California State University, Northridge. Each academic semester over 70 CSUN Journalism students participate in live broadcasts of the award-winning KCSN News. Early morning news updates plus a half-hour live program called “The Evening Update” make for a vibrant, hands-on learning experience for these young broadcast journalists. These students are being exposed to and participating in professional radio journalism activities through KCSN. In addition, KCSN offers formal production internship positions each year to qualified students from the University. These students work closely with the KCSN Director of Broadcast Operation performing daily production duties. Interns learn how to produce audio, station imaging and voice over technique, along with digital editing and final mix-down techniques. Interns also work directly with the General Manager to screen music and build the library for the Station’s Triple A format. This is a unique and exciting opportunity for CSUN students. KCSN is one of the only public radio stations in Los Angeles to give student interns this level of production and programming experience. KCSN’s daily music programming is partially automated. The weekend broadcast staff consists primarily of community volunteers. All weekend music programs are produced and hosted by volunteers from the Los Angeles County area. This again offers our community a chance to participate in the operation of the station. Along with volunteers we also engage CSUN 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 for both high school and local community groups such as The Cub Scouts, The Boy Scouts, The Girl Scouts, both Indian Princess and Indian Guide troupes, Cub Scouts, Brownies, middle, high school, and college students. Tours explain station operations and promote careers in public radio and broadcasting. Station tours are available to any member of the public during regular business hours.

- CSUN / KCSN has and continues 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 trade bulletins:

Current / Public Broadcasting (bi-weekly Newspaper), Broadcasting and Cable (magazine), Billboard (weekly trade journal), Electronic Media, website: PubRadio, website: Corporation For Public Broadcasting (Jobline)

KCSN FM is a non-profit organization broadcasting from the campus of California State University Northridge. Information about our hiring and discrimination policy can be found at:

<http://www.csun.edu/careers/employee-notices>