

KNOM AM & FM ANNUAL EEO PUBLIC FILE REPORT

Placed on October 1, 2018

The purpose of this EEO Public File report is to comply with Section 73.2080(c)(6) of the FCC's 2002 EEO Rule.

This Report has been prepared on behalf of the station employment unit that is comprised of the following station (s): KNOM AM [9340] & KNOM FM [9339], Nome, Alaska and is required to be placed in the public inspection file, and on the Web site.

The information contained in this Report covers the time period beginning September 22, 2017 to and including September 21, 2018.

The FCC's EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by KNOM AM & FM during Applicable Period;
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number.
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(2) of the FCC rules.

Appendices 1, 2 and 3 exist, in the aggregate, to provide the required information. Please note that numbers listed on Appendix 2 under the column entitled "Full-time Positions for Which This Source Was Utilized" refer to the number of the full-time job positions listed on Appendix 1.

For purposes of this Report, a vacancy was deemed "filled" not when the offer was extended but when the hiree accepted the job offer. A person was deemed "interviewed" whether he or she was interviewed in person, over the telephone or by e-mail.

Notification of Job Vacancies

Alaska Radio Mission, KNOM Radio Mission, Inc., licensee of KNOM is an equal opportunity employer. KNOM provides notification of full-time job vacancies to organizations assisting job seekers. Any organization, which would like to receive notification of job openings at our station should contact us and request to be included on our employment opportunity notification list. Organizations can make such request by mail to KNOM P.O. Box 988, Nome, Alaska, 99762; fax 907-443-5757, or e-mail belong@knom.org. When making such requests please provide us with the name of the organization, the address, the phone number, the fax number, and the name of the contact representatives to whom notifications should be sent.

Appendix 1
EEO Public File Report Form

Covering the Period from September 22, 2017 to and including
September 21, 2018

Station(s) Comprising Station Employment Unit: KNOM AM & FM

Section 1: Vacancy Information

EEO PUBLIC FILE REPORT

A station may accumulate the relevant information for the past year (using the previous EEO Internal Job Vacancy Summary Form) and place a completed EEO Public File Report in the public inspection file annually on the anniversary of the deadline.

A. Full-Time Vacancies Filled During Past Year 0

1. Job Title: See Below

Total Number of Persons Interviewed During Applicable Period: 4

EEO JOB VACANCY SUMMARY FORM

1. Job Title: News Director (1) & Lead Reporter (1)

Date Filled: Not filled yet

B. Recruitment/Referral Sources

<u>Source</u>	<u>Referred / Person Hired?</u>	<u>Referred Persons Interviewed #</u>
Alaska Broadcasters Association Website	1/0	1
Posting		
Nome Nugget	-	0
Nome Job Center	-	0
Nome Eskimo Community	-	0
Nome Recreation Center	-	0
Nome City Hall		
Nome Bulletin Boards	-	
Alaska Commercial Co.		
Hansons Trading Co.		
KNOM, KNOM.org	3	3
Employee Referral	-	0

Appendix 2 EEO Public File Report Form

The information contained in this Report covers the time period beginning September 22, 2017 to and including September 21, 2018.

Station(s) Comprising Station Employment Unit: **KNOM AM** (includes KNOM-FM)

Section 2: Recruitment Source / Contact Information

Recruitment Source Listing Contact Information

Source	Contact	# Interviewees This Period-4
Alaska Broadcasters Association PO Box 102424	Cathy Hiebert Phone: 258-2424 Fax:258-2414 Anchorage, AK 99510; akba@gci.net	
Nome Nugget P.O. Box 610	Diana Haeker Phone: 443-5235 Nome, AK 99762	
Nome Job Center 214 Front Street, Suite 130 P.O. Box 280	Vicki Erickson Phone: 907-443-2626 Nome, AK 99762	
Nome Eskimo Community P.O. Box 1090 Nome, AK 99762	Marsha Mason Phone: 907-443-2246	
Nome Recreation Center P.O. Box 281 Nome, AK 99762	Jeremy Slaney Phone: 907-443-5431	
KNOM & KNOM.org P.O Box 988 Nome, AK 99762	Margaret A. DeMaioribus/ David Dodman Phone: 907-443-5221	
Employee Referrals		

Appendix 3 EEO Public File Report Form

The information contained in this Report covers the time period beginning September 22, 2017 to and including September 21, 2018.

*Station(s) comprising station employment unit:
KNOM AM [9340] & KNOM FM [9339], Nome, Alaska.
Section 3: Supplemental (non-vacancy specific) recruitment activities*

Menu Option

#7: Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.

Activities

As a member station, KNOM AM and KNOM FM participated in the Alaska Broadcaster's Association, Linda Simmons Memorial Scholarship program.

Menu Option

#8: Basic training program, then constant training opportunities to enable station personnel to acquire skills that could qualify them for higher-level positions.

Activities

Employees in all departments are consistently trained to acquire the skills necessary to qualify them for higher-level positions. This includes on-site professional training. It also includes off-site training available through attendance at the NAB convention, ABA convention, professional seminars and teleconference/webex trainings. This course of training resulted in no in-house promotions during this reporting period.

Menu Option

#10: Participation in at least two events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Activities

KNOM routinely conducts career oriented KNOM radio station tours for students 5th/6th grade and up, with additional attention towards the vocational center on the Nome/Beltz High School grounds. KNOM has standing offers to all area schools, elementary, high school, UAF NW Campus and community organizations to tour our station and watch behind the scenes operations, including staff question and answer sessions, and observing an air-shift in the studio. During this reporting period KNOM conducted many tours.

Menu Option

#16: Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

Activities

All vacant positions are disseminated within the community using our list of recruitment resources center, EEO/Employment on-air and online announcements, and "Careers in Broadcasting" brochure produced by Alaska Broadcasters Association on display for pick up.

Menu Options

- 1) Participation in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions.
- 2) Hosting of at least one job fair.
- 3) Co-sponsoring at least one job fair with organizations in the business and professional community whose membership includes substantial participation of women and minorities.
- 4) Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops and similar activities.
- 5) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.
- 6) Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies).
- 7) Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.
- 8) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher-level positions.
- 9) Establishment of a mentoring program for station personnel.
- 10) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.
- 11) Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting.
- 12) Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities.
- 13) Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting.
- 14) Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.
- 15) Provision of 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.
- 16) Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

KNOM Radio Mission, Inc.

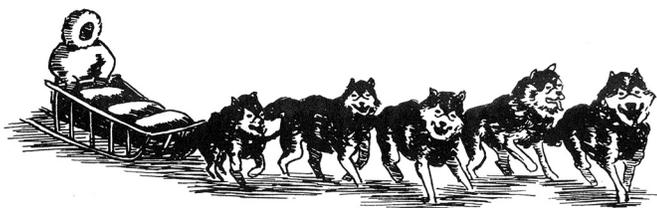
PO Box 988, Nome, AK 99762

phone: (907) 443-5221 | fax: (907) 443-5757

knom.org

Margaret A. DeMaioribus, General Manager

Dennis Bookey, Board President



JOB OPENING

Position: Lead Reporter

Hours: Full time, 40 hours/week, Exempt

Location: Nome, AK

Reports to: News Director

Closing Date: Open until filled

Summary: The Lead Reporter serves as the primary journalist for Western Alaska and is responsible for anchoring daily and weekly newscasts on KNOM AM & FM. The Lead Reporter assists the News Director in training and coaching KNOM volunteer fellows.

Qualifications:

1. Bachelor's degree required.
2. 1-year professional broadcasting experience.
3. Experience with Adobe Audition software.
4. Knowledge of current news standards.
5. Demonstrated ability to work independently and on a small team.
6. Ability to operate all broadcast equipment in the KNOM station building.

Duties and Responsibilities:

- Anchor daily newscasts, weather recordings, and breaking news events.
- Write and produce news content for daily newscasts.
- Attend and report on city, regional, and statewide meetings.
- Travel throughout Western Alaska to identify news tips and cover stories relevant to the region.
- Host live call-in shows addressing issues affecting Western Alaska.
- Ensure news content meets FCC guidelines and fulfills mission of KNOM.
- Report to News Director to ensure online content meets needs of knom.org audience.
- Some evening, weekend, and holiday work may be required.
- Other duties as assigned.

Send a complete cover letter, resume, and scoped air check to: margaret.demaioribus@knom.org

MISSION: "Encountering Christ, embracing culture, empowering growth, and engaging the listener."

Operating as the oldest Catholic radio station in the country, KNOM values being a friend and companion, providing respectful service based on Catholic ideals. We're KNOM. Yours for Western Alaska.

KNOM Radio Mission, Inc.

PO Box 988, Nome, AK 99762

phone: (907) 443-5221 | fax: (907) 443-5757

knom.org

Margaret A. DeMaioribus, General Manager
Dennis Bookey, Board President



JOB

OPENING

Position: News Director
Hours: Full time, 40 hours/week, Exempt
Location: Nome, AK
Reports to: General Manager
Closing Date: Job posting May 25, 2018; open until filled

Summary: The News Director coordinates all KNOM AM & FM news programming and content, ensuring all programs are consistent with Federal Communications Commission (FCC) regulations as well as KNOM's Mission. The News Director is the supervisor to the lead reporter and all volunteer fellows.

Qualifications:

7. Bachelor's degree required.
8. 2 years professional broadcasting experience.
9. Demonstrated ability to manage a team.
10. Proficiency with Adobe Audition.
11. Knowledge of current news and journalism standards.

Duties and Responsibilities:

- Supervise all KNOM news programming including selection, editing, and production of KNOM newscasts, features, weather, live call-in shows, and race season coverage, such as the Iditarod Sled Dog Race.
- Oversee news content edits for online audience at knom.org in collaboration with Web Director.
- Train, coach, and mentor all news staff and volunteer fellows in local, regional, and statewide issues and journalism standards.
- Report to General Manager to ensure news content meets FCC guidelines and KNOM mission.
- Serves as second in command to the General Manager.
- Schedule travel throughout Western Alaska to identify news tips and cover regional stories.
- Streamline news processes for efficient newsroom workflow and training.
- Anchor daily/weekly newscasts.
- Cover city, regional, and statewide meetings pertaining to regional issues.
- This is an on-call position pending breaking news and community events. Some evening, weekend, and holiday work may be required.
- Other duties as assigned.

Send a complete cover letter, resume, and aircheck to: margaret.demaioribus@knom.org

MISSION: "Encountering Christ, embracing culture, empowering growth, and engaging the listener." Operating as the oldest Catholic radio station in the country, KNOM values being a friend and companion, providing respectful service based on Catholic ideals. We're KNOM. Yours for Western Alaska.

also warrant my termination. I understand that prior to my acceptance, I will be given the opportunity to review these policies and must affirm in writing that I have done so. If I am accepted, I hereby agree to a criminal background check, and to submit to random drug testing.

Signature_____ Date_____

KNOM is an equal employment opportunity employer. www.knom.org

Attach the KNOM Job Description for the open position to this employee application.