

**EEO Public File Report**  
 October 1, 2020 through September 30, 2021  
 Stations KOZK-TV and KSMU-FM, Springfield, MO  
 Missouri State University

KOZK-TV and KSMU-FM engages in robust promotion and recruitment of each staff vacancy. Additionally, as a part of Missouri State University, the stations benefit from the University's broad recruitment efforts. Specific information about each station vacancy filled during the reporting period is outlined below, followed by details on the University's general recruitment efforts.

**Total full-time vacancies filled from October 1, 2020 through September 30, 2021: 0**

**ANNOUNCEMENT DISTRIBUTION**

Station vacancies are posted through the Missouri State University Office of Human Resources, which utilizes the following recruitment sources to reach historically underrepresented groups.

<b>Community Recruitment Sources:</b>		
Broadway United Methodist Church	Springfield	MO
Faith Tabernacle Apostolic Church	Springfield	MO
Gibson Presbyterian Church	Springfield	MO
Greater Metropolitan Missionary Baptist Church	Springfield	MO
Harvest Tabernacle UPC	Springfield	MO
Turning Point Church	Springfield	MO
Northwest Missouri State University/Career Development Coordinator	Maryville	MO
<b>General Affirmative Action Recruitment Sources:</b>		
MERS Goodwill	Springfield	MO
Missouri State University Career Center	Springfield	MO
Missouri State University Career Center	Springfield	MO
MO Career Center	Springfield	MO
MO Career Center	Springfield	MO
MO Career Center	Springfield	MO
MO Career Center	Springfield	MO
HigherEdJobs.com	Oak Park	IL
Unite of Southwest Missouri, Inc.	Springfield	MO
<b>Minority Recruitment Sources:</b>		
Grupo Latinoamericano de Springfield	Springfield	MO
NAACP	St. Louis	MO
NAACP	Springfield	MO
NAACP - Kansas City	Kansas City	MO
Mid-American All-Indian Center	Wichita	KS
Kansas City Indian Center	Kansas City	MO
Minorities in Business (MIB)	Springfield	MO
<b>Disability Recruitment Sources</b>		
Alternative Opportunities	Springfield	MO
Developmental Center of the Ozarks	Springfield	MO
Paraquad, Inc.	St. Louis	MO

MO Workforce Development Centers	Independence	MO
Joplin Vocational Rehabilitation	Joplin	MO
Springfield North Vocational Rehabilitation	Springfield	MO
Empower Abilities	Springfield	MO
Springfield South Vocational Rehabilitation	Springfield	MO
State of Missouri Department of Elementary and Secondary Education Vocational Rehabilitation	Jefferson City	MO
Ozark Independent Living	West Plains	MO
<b>Veterans Recruitment Sources:</b>		
US Army Reserve	Springfield	MO
US Air Force Recruiting Center	Springfield	MO
Department of Veterans Affairs	Kansas City	MO
Kansas City Veteran Center	Kansas City	MO
Springfield Veteran Center	Springfield	MO
University of Missouri Veteran Center	Columbia	MO
Columbia Veteran Center		
St. Louis Veteran Center	Creve Coeur	MO
VA St. Louis Regional Office	St. Louis	MO
Missouri State University Veteran Student Services	Springfield	MO
Missouri Army National Guard	Jefferson City	MO
Air National Guard	St. Joseph	MO
MO Career Center, Ft. Leonard Wood, MO		
Scott Air Force Base	Scott AFB	IL
<b>Other Recruitment Sources:</b>		
Missouri State University, West Plains Business Office	West Plains	MO
Price Cutter	Fair Grove	MO

Additionally, the following organizations have requested notice of all job vacancies at KSMU-FM and KOZK-TV. These organizations are notified of each station vacancy via the email address they provided at the time of their request.

- MERS Goodwill Career Center
- Missouri Department of Elementary & Secondary Education Vocational Rehabilitation
- Preferred Family Healthcare Employment Services
- Drury University Career Planning & Development

#### **SUPPLEMENTAL OUTREACH INITIATIVES**

**October 1, 2020 through September 30, 2021**

**Initiative One:** Execution of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.

**Date(s):** Fall Semester 2020; Spring Semester 2021; Summer Semester 2021

**Description and Scope of Involvement:** In cooperation with area colleges and universities, KSMU-FM and KOZK-TV provide paid internships to students interested in careers in the media industry. Students gain

practical experience while earning college credit. Students have the opportunity to work in the areas of production/programming, engineering, fundraising, and business operations.

**Personnel Involved:**

Rachel Knight, General Manager, Radio & TV  
Jennifer Moore, Director of News & Content Coordinator, Radio  
Sue Robinson, Director of Community Support, Radio & TV  
Melissa Rea, Outreach Coordinator, Radio & TV

**Interns Included:**

FA20 – 1  
SP21 – 2  
SU21 – 5

**Initiative Two:** Hosting of at least one job fair.

**Date:** September 23, 2021

**Description and Scope of Involvement:** KSMU-FM and KOZK-TV hosted a virtual job fair at our studios. Virtual tours were provided to interested students and staff spent one-on-one time with students, answering questions about careers in the media industry in general and opportunities at KSMU-FM and KOZK-TV specifically. Staff members were available to review resumes and offer job search advice to students.

**Personnel Involved:**

Melissa Rea, Outreach Coordinator, Radio & TV  
Sue Robinson, Director of Community Support, Radio & TV  
Rachel Knight, General Manager, Radio & TV  
Mike Smith, Producer, Radio  
Lori Street, Membership Manager, Radio & TV  
Jamie Henline, Assistant Membership Manager, Radio & TV  
Brad Meyer, Master Control Supervisor, TV  
Phil Case, Information Technologies, TV  
Brent Moore, Chief Engineer, TV  
Brent Slane, Distributed User Support Specialist, TV

**Initiative Three:** Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

**Events:**

- September 8, 2020 – December 11, 2020: Missouri State University Bear POWER (Promoting Opportunities for Work, Education and Resilience) Internship Program
- October 1, 2020 – September 30, 2021: Missouri State University Department of Media, Journalism, and Film Internship Program
- October 30, 2020: Missouri State University Mock Interviews
- May 5, 2021: Ozarks Technical Community College Outdoor Job Fair
- June 21, 2021 – December 31, 2021: Ozarks Technical Community College Internship Program

**Description and Scope of Involvement:**

A station representative answered questions regarding job opportunities available at the station, distributed

information about the stations, presented information about station programming and services, accepted resumes and applications, and, when applicable, guided students through mock job interviews.

**Personnel Involved:**

Rachel Knight, General Manager, Radio & TV  
Melissa Rea, Outreach Coordinator, Radio & TV  
Sue Robinson, Director of Community Support, Radio & TV  
Jason Ferber, Videographer/Editor, TV  
Dax Bedell, Assistant Production Manager, TV  
Jennifer Moore, Director of News & Content Coordinator, Radio

**Initiative Four:** Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.

**Dates:** February 1, 2021 – March 12, 2021

**Description and Scope of Involvement:** KSMU-FM and KOZK-TV participated in the Missouri Broadcasters Association Scholarship Program. KSMU-FM and KOZK-TV ran on-air spots promoting the program, accepted applications and forwarded recommended applicants to the Missouri Broadcasters Association for consideration.

**Personnel Involved:**

Rachel Knight, General Manager, Radio & TV  
Nico Burasco, Videographer/Editor  
Liz Malarkey, Traffic Coordinator & Operations Assistant, Radio  
Monica Cataldo, Traffic Coordinator, TV

**Initiative Five:** Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

**Dates:** July 15, 2021, August 10, 2021

**Description and Scope of Involvement:** KSMU-FM and KOZK-TV managers completed training on Conducting a Legal and Effective Search, provided by the Missouri State University Office of Equity and Compliance. Additionally, all KSMU-FM and KOZK-TV staff complete annual training on harassment prevention.

**Personnel Involved:**

Rachel Knight, General Manager, Radio & TV  
Tom Carter, Programming & Production Manager, TV  
Brent Moore, Chief Engineer, TV  
Jennifer Moore, Director of News & Content Coordinator, Radio  
Sue Robinson, Director of Community Support, Radio & TV  
Lori Street, Membership Manager, Radio & TV  
Doug Waugh, Chief Engineer, Radio