

**KUED PBS UTAH (UNIVERSITY OF UTAH)**  
**EEO PUBLIC FILE REPORT**  
(June 1, 2023 thru May 31, 2024)

**RECRUITMENT SOURCES USED FOR FULL-TIME VACANCIES**

Appendix A includes a mailing list of referral organizations, who receive notice of station full-time job vacancies. Contact information is included. Code numbers are assigned each organization on the list and are referenced, where applicable, for each job opening.

The mailing list is open to any subscriber so the list of individuals and/or organizations that receive information about job postings may be broader than the referral source list in Appendix A. New subscribers may be an organization or a private individual. An invitation is sent annually to new organizations asking if it will provide more contact information.

**FULL-TIME POSITIONS FILLED AND RECRUITMENT SOURCES USED**

**1 ) KUED Marketing & Communications Coordinator PRN34121B**

Notice sent to Referral Source list for entries on or before 3-7-23

Date Filled: 5-25-23

Number of Interviewees: 5

Interviewees according to Referral Source: B1=1; B6=2; C43=2

Hiree: B1

**2 ) KUED Coordinator, Sr Events PRN35992B**

Notice sent to Referral Source list for entries on or before 8-9-23; Indeed.com \$150, KSL \$49, monster.com\$48

Date Filled: 10-9-23

Number of Interviewees: 5

Interviewees according to Referral Source: B1=1; B6=2; C43=2

Hiree: B6

**3 ) KUED Audio Engineer PRN36306B**

Notice sent to Referral Source list for entries on or before 9-5-23

Date Filled: 11-13-23  
Number of Interviewees: 10  
Interviewees according to Referral Source: B6=3; B7=1; C43=6  
Hiree: B6

**4 ) KUED Account Executive/Copy Writer PRN37106B**

Notice sent to Referral Source list for entries on or before 12-6-23  
Date Filled: 3-1-24  
Number of Interviewees: 1  
Interviewees according to Referral Source: B1=1  
Hiree: B1

**5 ) KUED Producer Director PRN37475B**

Notice sent to Referral Source list for entries on or before 1-9-24  
Date Filled: 4-15-24  
Number of Interviewees: 3  
Interviewees according to Referral Source: C43=3  
Hiree: C43

**6 ) KUED Video Film Editor PRN37712B**

Notice sent to Referral Source list for entries on or before 2-15-24  
Date Filled: 4-1-24  
Number of Interviewees: 5  
Interviewees according to Referral Source: C43=5  
Hiree: C43

**7 ) KUED Public Relations Associate PRN37811B**

Notice sent to Referral Source list for entries on or before 2-27-24  
Date Filled: 5-6-24  
Number of Interviewees: 11

Interviewees according to Referral Source: B6=1; C43=10  
Hiree: C43

**8 ) KUED Marketing Analyst PRN37980B**

Notice sent to Referral Source list for entries on or before 3-14-24  
Date Filled: 5-13-24  
Number of Interviewees: 5  
Interviewees according to Referral Source: B1=1; B6=1; C43=3  
Hiree: B1

**TOTAL INTERVIEWEES FOR FULL-TIME POSITIONS**

45 Persons

**NUMBER OF INTERVIEWEES FROM REFERRAL SOURCES USED**

**B1=10; B6= 9; B7=1; C43=25**

**SUPPLEMENTAL OUTREACH ACTIVITIES**

Appendix B contains a brief description of activities from the *FCC Menu* of outreach initiatives undertaken during the reporting period, including station personnel involved in the activities.

## Appendix A: Employment Referral and Recruitment (Referral Source List)

Updated: 5/20/24; Created 5/21/03

The referral source number in column one of each table below corresponds to the “Interviewees according to Referral Source” details provided in KUEN’s report on Full-Time Positions Filled with Recruitment Sources Used.

***Workforce Service Centers***

- The University has a signed contract with the Utah Department of Workforce Services (DWS).

- Postings are sent to the State Employment Team via [postajob@utah.gov](mailto:postajob@utah.gov).
- DWS Employment Centers do not have direct phone numbers; calls are directed to a general call center at 801-526-0950 or 1-866-435-7414.

<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
<b>A1</b> Department of Workforce Services Employer Services	N/A	801-526-0997 1-888-920-9675	140 East 300 South, SLC, UT 84111	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	10/5/17
Beaver Employment Center	N/A	N/A	875 North Main / PO Box 1138, Beaver, UT 84713	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	N/A
Blanding Employment Center	N/A	N/A	544 North 100 East, Blanding, UT 84511	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	N/A
Brigham City Employment Center	N/A	N/A	138 West 990 South, Brigham City, UT 84302	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	N/A

<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
Cedar City Employment Center	N/A	N/A	176 East 200 North / PO Box 669, Cedar City, UT 84720	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	N/A
Clearfield Employment Center	N/A	N/A	1290 East 1450 South, Clearfield, UT 84015	<a href="mailto:postajob@utah.gov">postajob@utah.gov</a>	N/A

Delta Employment Center	N/A	N/A	44 South 350 East, Delta, UT 84624	postajob@utah.gov	N/A
Emery County Employment Center	N/A	N/A	550 West Hwy 29 / PO Box 859, Castle Dale, UT 84513	postajob@utah.gov	N/A
Heber City Employment Center	N/A	N/A	69 North 600 West, Ste C, Heber, UT 84032	postajob@utah.gov	N/A
Junction Employment Center	N/A	N/A	550 North Main / PO Box 127, Junction, UT 84740	postajob@utah.gov	N/A
Kanab Employment Center	N/A	N/A	468 East 300 South, Kanab, UT 84641	postajob@utah.gov	N/A
Lehi Employment Center	N/A	N/A	557 West State St, Lehi, UT 84043	postajob@utah.gov	N/A
Loa Employment Center	N/A	N/A	18 South Main / PO Box 267, Loa, UT 84747	postajob@utah.gov	N/A
Logan Employment Center	N/A	N/A	446 North 100 West, Logan, UT 84321	postajob@utah.gov	N/A

Agency	Contact	Phone	Address	E-mail	Date Entered
Bridgerland Technical College Employment Center	N/A	N/A	1301 North 600 West, Logan, UT 84321	postajob@utah.gov	N/A

Manti Employment Center	N/A	N/A	55 North Main, Ste #3, Manti, UT 84642	postajob@utah.gov	N/A
Midvale Employment Center	N/A	N/A	7292 South State, Midvale, UT 84047	postajob@utah.gov	N/A
Moab-South Employment Center	N/A	N/A	457 Kane Creek Blvd, Moab, UT 84532	postajob@utah.gov	N/A
Nephi Employment Center	N/A	N/A	625 North Main, Nephi, UT 84648	postajob@utah.gov	N/A
Ogden Employment Center	N/A	N/A	480 East 27th Street, Ogden, UT 84401	postajob@utah.gov	N/A
Panguitch Employment Center	N/A	N/A	665 North Main Street, Panguitch, UT 84759	postajob@utah.gov	N/A
Park City Employment Center	N/A	N/A	1846 Prospector Ave / PO Box 680697 Park City, UT 84068	postajob@utah.gov	N/A
Price Employment Center	N/A	N/A	475 West Price River Dr, Ste 300, Price, UT 84501	postajob@utah.gov	N/A

Agency	Contact	Phone	Address	E-mail	Date Entered
Provo Employment Center	N/A	N/A	1550 North 200 West, Provo, UT 84604	postajob@utah.gov	N/A

Richfield Employment Center	N/A	N/A	115 East 100 South, Richfield, UT 84701	postajob@utah.gov	N/A
Roosevelt Employment Center	N/A	N/A	140 West 425 South 330-13, Roosevelt, UT 84066	postajob@utah.gov	N/A
St. George Employment Center	N/A	N/A	162 North 400 East Bldg B, St. George, UT 84770	postajob@utah.gov	N/A
Salt Lake City Metro Employment Center	N/A	N/A	720 South 200 East, SLC, UT 84111	postajob@utah.gov	N/A
South County Employment Center	N/A	N/A	5735 South Redwood Rd, Taylorsville, UT 84123	postajob@utah.gov	N/A
South Davis Employment Center	N/A	N/A	763 West 700 South, Woods Cross, UT 84015	postajob@utah.gov	N/A
Spanish Fork Employment Center	N/A	N/A	1185 North Chappel Dr, Spanish Fork, UT 84660	postajob@utah.gov	N/A
Tooele Employment Center	N/A	N/A	305 North Main Street, Ste 100, Tooele, UT 84074	postajob@utah.gov	N/A
Vernal Employment Center	N/A	N/A	1050 West Market Dr, Vernal, UT 84078	postajob@utah.gov	N/A

**College Recruiting/Educational Institutions**

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
<b>B1</b>	KUEN/KUED/KUER staff	Elena Sharma, Lindsey Gideon, Miji Lee, Eduardo Estrella, and Ernesto Negrete	801-581-7777	101 Wasatch Dr, SLC, UT 84112	ebc@lists.utah.edu	3/28/03
<b>B2</b>	KUEN/KUED/KUER website	Elena Sharma, Lindsey Gideon, Miji Lee, Eduardo Estrella, and Ernesto Negrete	801-585-6021	250 East 200 South Ste 125, SLC, UT 84111	ebc@lists.utah.edu	3/28/03
<b>B3</b>	Utah Valley University	Kaylen Dodson	801-863-7438	800 W University Parkway Mail Stop: 203 University Orem, UT 84058-5999	kaylen.dodson@uvu.edu	10/2/18
<b>B4</b>	Salt Lake Community College	Jack Hesleph	801-957-4013	4600 South Redwood Rd, SLC, UT 84130	jack.hesleph@slcc.edu	3/28/03



<b>B5</b>	Southern Utah University	Marisa Coburn	435-586-5483	351 West Center St, Cedar City, UT 84720	careercenter@suu.edu	3/28/03
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<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>	
<b>B6</b>	University of Utah Human Resources (web)	Elena Sharma, Lindsey Gideon, Miji Lee, Eduardo Estrella, and Ernesto Negrete	801-585-6021	250 East 200 South Ste 125, SLC, UT 84111	miji.lee@utah.edu; elena.sharma@utah.edu; lindsey.gideon@utah.edu; ernesto.negrete@utah.edu;  Eduardo.estrella@utah.edu	5/19/22
<b>B7</b>	University of Utah Staff (campus referral)	Varied	Varied	250 East 200 South Ste 125, SLC, UT 84111	miji.lee@utah.edu; elena.sharma@utah.edu; lindsey.gideon@utah.edu; ernesto.negrete@utah.edu; Eduardo.estrella@utah.edu	3/28/03
<b>B8</b>	University of Utah Communication Dept.	Cameron Vakilian	801-581-6889	255 S Central Campus LNCO Rm 2400 SLC, UT 84112	comm-advisor@utah.edu	10/18/17
<b>B9</b>	University of Utah University Press	Hannah New	801-585-0080	Marriott Library Ste 5400, SLC, UT 84112	hannah.new@utah.edu	3/28/03

<b>B10</b>	Utah State Board of Regents	Julie Vincent, Anya Turner, and Kiersten Allred	801-321-7124	60 South 400 West, 5th Floor, SLC, UT 84101	HR@utahsbr.edu	3/28/03
<b>B11</b>	Weber State University Career Services	Pat Wheeler	801-626-7914	1105 University Cir, Ogden, UT 84408-1105	pwheeler@weber.edu	3/28/03

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
<b>B12</b>	Weber State University	Betty Simons	801-626-6960	1105 University Cir, SC Rm 230, Ogden, UT 84408-1105	bsimons@weber.edu	3/28/03
<b>B13</b>	West High School	Connie Wyckoff	801-578-8500 ext. 383	241 North 300 West, SLC, UT 84103	Connie.Wyckoff@slcschools.org	3/28/03
<b>B14</b>	University of Utah Film & Media Arts	Jennifer Humphreys	801-581-5127	375 S 1530 East, Rm 270 SLC, UT 84112	jenni.humphreys@utah.edu	11/21/17
<b>B16</b>	University of Utah Department of Marketing	Paul Dowling	801-581-7489	1645 East Campus Center Dr, #107, SLC, UT 84112	mktpd@business.utah.edu	11/10/05
<b>B17</b>	Weber State University	Larry Burdett	801-626-8765	1105 University Cir, Ogden, UT 84408-1105	larryburdett@weber.edu	10/27/08
<b>B18</b>	CTI (Career Services Network)	Vaughn Taylor	801-440-6380	842 E Three Fountains Dr, Ste 192, SLC, UT 848107	vaughn.cti@gmail.com	10/17/17

<b>B19</b>	Career Services (Utah State)	Eddy Tsing	435-797-1748	4305 Old Main Hill, University Inn Room 102, Logan, UT 84322	career.services@usu.edu	3/19/09
<b>B20</b>	SLCC Center for Arts & Media	Josh Elstein	801-957-3127	1575 S State, Rm 2-009C SLC, UT 84115	josh.elstein@slcc.edu	10/17/17

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
<b>B21</b>	BYU Theater & Media Arts	Elizabeth Funk	801-422-7768	DD581 HFAC, Provo, UT 84602	tina_bellon@byu.edu	6/8/22
<b>B22</b>	BYU Career Placement	Scott Greenhalgh	801-422-7600	2400A WSC, Provo, UT 84602	cougarcareers@byu.edu	5/26/16
<b>B23</b>	City Academy	Crystal Boteju or Sonia Woodbury	801-596-8489	550 East 200 South, SLC, UT 84102	office@cityacademyslc.org	5/26/16
<b>B24</b>	Davis School District	Sandra DeCaire	435-760-5538	45 East State Street, Farmington, UT 84025	sdecaire@dsdmail.net	5/27/16
<b>B25</b>	North Sanpete School District: Adult Education	Ben Cox	435-462-2452	220 East 700 South, Mt. Pleasant, UT 84647	ben.cox@nsanpete.org	5/27/16
<b>B27</b>	Stansbury High School	Tom Rathke	435-882-2479	5300 Aberdeen Lane, Toole, UT 84074	trathke@gmail.com	5/27/16
<b>B29</b>	BYU School of Communication	Debbie Jackson	801-422-2997	360 BRMB Provo, UT 84602	comms_secretary@byu.edu	10/12/17

<b>B30</b>	Idaho State University Comm, Media & Persuasion	Carrie Page	208-282-3695	921 S 8 <sup>th</sup> Ave, Stop 8242 Frazier Hall, Rm 219 Pocatello, ID 83209	cmp@isu.edu	10/12/17
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	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-mail</b>	<b>Date Entered</b>
<b>B31</b>	LDS Business College	Reception	801-524-1925	95 North 300 West, SLC, UT 84101-3500	employmentcenter @LDSBC.edu	10/10/17

**Community/Minority Agencies**

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-Mail</b>	<b>Date Entered</b>
<b>C1</b>	Broadcast Employment Services (TVJobs.com)	Mark C. Holloway	760-754-8177	PO Box 4116, Oceanside, CA 92052	jobs@tvjobs.com	11/10/05
<b>C2</b>	Center for Ethnic Student Affairs (CESA)	Feleti Fatu Matagi	801-581-8151	200 South Central Campus Drive, SLC, UT 84112	f.matagi@utah.edu	5/27/16
<b>C3</b>	Keith Kippen	Keith Kippen	801-773-2468	3105 West 4800 South, Roy, UT 84067	kippenks@yahoo.com	10/3/17
<b>C4</b>	NAACP	Jeanetta Williams	801-250-5088	PO Box 25414, SLC, UT 84125-0414	jdwnaACP@att.net	3/28/03
<b>C5</b>	LDS Inner City Project	Robert B. Hall	801-967-5466	<a href="https://icp.lds.org/">https://icp.lds.org/</a>	rvhall41@msn.com	6/1/10
<b>C6</b>	LDS Employment Resource Services	Bruce Ellis	801-240-7240	780 West 800 South, SLC, UT 84104	bruiserslc@gmail.com	10/17/17
<b>C7</b>	LDS Employment Resource Services : West Valley & Tooele	Lori Harding	801-988-4455	2994 South Glen Eagle Dr, WVC, UT 84128	loriharding@ldschurch.org	10/17/17
<b>C8</b>	LDS Employment Resource Services: West Valley & Tooele	Lori Harding	801-988-4455	2994 S. Glen Eagle Dr, WVC, UT 84128	wel-ec-tooele@ldschurch.org	10/17/17
<b>C9</b>	New Pilgrim Baptist Church	Elizabeth Needelman	801-969-4681	6196 South Redwood Rd, SLC UT 84123-5333	npilgm@aol.com	3/28/03

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-Mail</b>	<b>Date Entered</b>
<b>C10</b>	ProductionHUB.com	Multiple contacts	407-629-4122	801 West Fairbanks Ave, Winter Park, FL 32789	classifieds@productionhub.com	2/2/05
<b>C11</b>	Northern Utah HIV-AIDS Project	Mary Saenz Cervantez	801-393-4153	536 24th Street, Ste 2B, Ogden UT 84401	nuc24th@comcast.net	5/25/16
<b>C12</b>	Volunteers of America Youth Center	Erin McGuire	801-364-0744 x 115	888 South 400 West, SLC, UT 84101	erin.McGuire@voaut.org	11/7/17
<b>C13</b>	Work Activity Center	Melissa Foulger	801-977-9779 x 133	1275 West 2320 South, WVC, UT 84119	mfoulger@hotmail.com	3/28/03
<b>C14</b>	HigherEdJobs	Staff	814-861-3080 x2	328 Innovation Blvd, Ste 235, State College, PA 16803	Posted through University of Utah portal by contract	10/30/18
<b>C43</b>	Other sources not contacted by the station: e.g., Indeed, Glassdoor, tvjobs.com; Utah Alumni Career Services					5/15/18

**Miscellaneous/School Districts**

	<b>Agency</b>	<b>Contact</b>	<b>Phone</b>	<b>Address</b>	<b>E-Mail</b>
<b>D5</b>	Millcreek	Andrew Odoardi	801-520-6816	1377 Skyline Dr, SLC, UT 84108	andrewodoardi@gmail.com
<b>D6</b>	Kearns	Enrique Ruiz	801-651-0475	5573 Mallow Ridge Cir, Kearns, UT 84118	eruizv@gmail.com
<b>D7</b>	Davis School District	Kay Lynn Schick	801-831-3012	9305 North River Rd, Elwood, UT 84337	kschick@icloud.com

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**Appendix B: KUED/PBS Utah Supplemental Outreach Activities  
June 1, 2023 – May 31, 2024**

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions
  - PBS Utah Executive Director and Station Manager attended the University of Utah Part Time & On-Campus Job Fair at the Union on August 23, 2023.
  - PBS Utah Station Manager attended the Utah College Media Symposium Job Fair at SLCC on September 16, 2023.
  - PBS Utah’s Executive Director and Director of Programming and Community Engagement attended the Utah Broadcaster Association Networking Event at the University of Utah on March 13, 2024.
  - PBS Utah’s Executive Director, Director of Content, and Senior Producer attended the Public Media Virtual Career Fair hosted by Current on March 19, 2024.
  - PBS Utah Director of Content and PBS Utah Education Manager attended the Work Ability Career Exploration and Job Fair presented by the Utah Department of Workforce Services on April 9, 2024.
  - PBS Utah and KUER’s Human Resource Recruiter attended the Utah Association of Colleges & Employers: New Grad and Alumni Statewide Career Fair on May 16, 2024 at the University of Utah.
  
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues
  - PBS Utah Host/Producer served as the chair for the Utah Society of Professional Journalist Annual Awards banquet on June 15, 2023. The awards banquet celebrates and highlights the work of PBS Utah and other local media journalists.

- PBS Utah Station Manager presented to University of Utah Communications students in their News Writing class on September 13, 2023.
  - PBS Utah Host/Producer served as the Emcee for Utah Day of the Girl annual Utah Girl Scouts Breakfast in honor of International Day of the Girl. The Host/Producer was placed at a table to mentor local Girl Scouts during the event on October 6, 2023.
  - PBS Utah Station Manager presented to students in the Department of Communications at the University of Utah on January 30, 2024.
  - PBS Utah Executive Director gave a station tour and presentation on broadcast journalism to the University of Utah Presidential Intern students on February 21, 2024.
  - PBS Utah Station Manager gave a station and studio tour to Southern Utah University journalism students on March 13, 2024.
  - PBS Utah Executive Producer served as a panelist on the ArtsForce 11th Annual Networking Event on March 23, 2024. The event was hosted by the University of Utah College of Fine Arts, ArtsForce and Emerging Leaders. She shared her insights about the benefits of networking and internships with students interested in documentary filmmaking and broadcast journalism careers.
  - PBS Utah Associate Producer served as a judge for the documentary category for 4<sup>th</sup> and 5<sup>th</sup> grade contestants in the Youth Division of Utah’s National History Day competition. Judging involved viewing the student-produced documentary projects, interviewing students about their experience conducting research and creating short films on history topics, and providing feedback that they can use to improve their projects. The contest was held on April 18, 2024.
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment
- PBS Utah hired the Robert K. Avery scholarship intern from August 2023-May 2024. The student intern was a University of Utah Communications student. This intern had the opportunity to work with the Digital Media Department.
  - PBS Utah hired a Marketing & Education intern for the Summer 2023 semester. This student had the opportunity to work with the marketing and education departments on projects and outreach.
  - PBS Utah hired a University of Utah student for the Education Internship from October 2023-May 2024. This student worked with the PBS Utah education department on several community events and education initiatives in the community.
  - PBS Utah hired a Marketing intern for the Spring 2024 semester to work on social media and marketing projects at PBS Utah.
6. Participation in job banks, internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies)
- PBS Utah sponsored a booth at the Utah Pride Festival at Library Square in Salt Lake City in June, 2023. Staff members from the PBS Utah Programming, Marketing/Education, and Senior Administration teams participated.
  - PBS Utah’s Education team hosted the PBS Kids Reading Marathon Kick-Off Party at the Salt Lake City Downtown Library on October 28, 2023. The free event invited families to



participate in the PBS Kids Reading Marathon and featured interactive educational activities; provided free books to attendees.

- PBS Utah was the media sponsor for the YWCA Women’s Leadership Awards Luncheon on April 25, 2024. Leader Luncheon is YWCA Utah’s annual fundraising event where community members, partners, and companies come together to celebrate outstanding women leading the way in our state.
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting
- PBS Utah offered the Robert K. Avery Scholarship from August 2023 to May 2024 to a University of Utah student intern. This intern had the opportunity to work at PBS Utah for an intensive internship experience in the Digital Media Department.
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions
- The University of Utah/PBS Utah offers 50% tuition reduction for eligible employees and their families. The link to the tuition reduction procedure is located at: <https://www.hr.utah.edu/benefits/tuition.php>.
  - PBS Utah Administration supports staff participation in conferences that will educate them to develop additional skills, increase technical expertise, and gain a greater understanding of the industry. Staff attended six conferences during the reporting period (MMG: June, 2023; PMBA: June 2023, NETA: September, 2023; PBS Annual Meeting Virtual Breakouts: October, 2023; APTS Public Media Summit: February, 2024; PBS Annual Meeting: May 2024).
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting
- PBS Utah Producer gave a tour to students from local nonprofit SpyHop on October 8, 2023. Students learned about production and the process of creating documentary films at PBS Utah.
  - PBS Utah Host/Producer spoke to a class of journalism students at the University of Utah about working as a journalist and their work at PBS Utah on November 15, 2023.
  - PBS Utah Host/Producer spoke to a class of journalism students at the University of Utah about working as a journalist and their work at PBS Utah on April 3, 2024.
  - PBS Utah Host/Producer worked with three local students from Judge Memorial High School as part of the PBS Newshour Student Reporting Lab on the Utah Governor’s Monthly News Conference (September 21, 2023; October 19, 2023; March 21, 2024). The students had the opportunity to meet with and ask the Governor a question during the live broadcast.
  - PBS Utah Associate Producer moderated a panel discussion entitled: “Tapped Out: Reporting on Water Woes in the West” for the Utah Headliners Chapter of the Society of Professional Journalists Regional Conference. The conference included the Mark of Excellence Awards Ceremony honoring student journalists from regional colleges and universities, many of whom attended the conference and networking events. The conference was held April 12-13, 2024 at Salt Lake Community College.
  - PBS Utah Director of Community Engagement and Programming gave a tour to students from the Utah College Media Alliance on 5/16/2024. Students toured the radio studio,

television studio, and learned production techniques and processes for both radio and television. Students met with staff from PBS Utah to learn more about specific roles in radio and television broadcasting.

12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities

- PBS Utah’s Director of Content listed open positions with organizations representing minorities and women; including Current, the Black Chamber of Commerce, Public Media Women in Leadership, National Association of Hispanic Journalists (NAHJ), South Asian Journalist Association (SAJA), National Association of Black Journalists [NBJ] and Latino Public Broadcasting LPB, and Center for Asian American Media, CAAM.

14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination

- All station employees took a training course titled “Respectful Culture at the University (Abusive Conduct)” offered through the Office of Equal Opportunity, at the University of Utah. Training was completed by March 31, 2024. Utah law requires all employers within the Utah System of Higher Education to provide training to their employees regarding abusive conduct and the policy for resolving abusive conduct reports.
- All station employees took a training course titled “Addressing Discrimination and Sexual Misconduct” offered through the Office of Equal Opportunity at the University of Utah.
- The PBS Utah Director of Membership and the PBS Utah Director of Marketing attended the Loyola University Master Class for Media Managers training from March 4-8, 2024.

16. Participation in other activities designed by the station 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

- As a department of the University of Utah, PBS Utah, KUER, and KUEN/UEN are required to post all full-time positions with University Human Resources and follow Equal Opportunity guidelines. Job postings at the University are advertised on the Human Resources website, Utah Workforce Services, University Career Services, and HigherEdJobs.com. The link to the University Staff Employment policy can be found at: <https://regulations.utah.edu/human-resources/5-102.php> and the University of Utah employment page is [www.employment.utah.edu](http://www.employment.utah.edu). The University Human Resources Recruitment Manager also performs additional local recruitment outreach where all open positions are made available to attendees.
- PBS Utah sends out a weekly e-Newsletter to approximately 3,000 people notifying them of PBS Utah special productions, PBS programs, film series and discussions, etc. This number includes PBS Utah members and non- members. Included in this newsletter is an announcement asking if organizations referring job seekers would like to participate on a mail list and receive notice about job openings at the station.

## FCC Menu Categories

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions
2. Hosting of at least one job fair
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues
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., outreach that is 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 about 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 by 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 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.