

Appendix 1 to

Annual EEO Public File Report Form

Covering the Period from October 1, 2022 to September 30, 2023

Stations Comprising Station Employment Unit: **KMCH-FM**

Section 1: Vacancy Information

	Full-time Positions Filled by Job Title	Recruitment Source of Hiree	Total Number of Interviewees from All Sources for This Position
1.	Office Manager	Website	8
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Total Number of Persons Interviewed During Applicable Period: 8

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Station(s) Comprising Station Employment Unit: KMCH-FM

Section 2: Recruitment Source Information

	Recruitment Source (Name, Address, Telephone Number, Contact Person	Total Number of Interviewees This Source Has Provided During This Period (If Any)	Full-time Positions for Which This Source Was Utilized
A	Radio Ads	1	
B	Facebook Post	2	
C	KMCH.COM	1	1
D	Indeed.com	4	
E	Iowa Broadcasters Assoc		
F	Referral		
G			
H			

*Indicates sources that have requested notification of job openings.

Appendix 3 to Annual EEO Public File Report Form

Station: KMCH-FM

Covering the Period from October 1, 2022 to September 30, 2023

Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by KMCH-FM.

Description of Activities:

Internship Program –

KMCH-FM annually conducts an on-going internship program to give high school and college students a hands-on experience in radio broadcasting. The stations invited students to apply for the various internship opportunities through recruitment at the local high school guidance offices and speech coaches.

Two (2) interns took part in the program during the reporting period.

School Career Fairs/Events –

KMCH-FM annually contacts area schools and offers to participate in any school career fairs and events that may be scheduled. Various employees participate in the events, depending on the specialty the students are most interested in.

School Career Fairs/Educational Events during the reporting period of October 1, 2022, to September 30, 2023, include:

KMCH hosted one area high school student who job shadowed various positions at the radio station.

Tours were given to the Manchester Cub Scouts; Manchester Pre-School students, and Area Residential Care Clients.

Communication & Radio Skills Training-

Janelle Tucker, News Director, worked with members of the 4-H program during the county fair in providing training and guidance on interview and reporting skills. 4-H interns were trained and conducted interviews with their fellow students that aired on the radio station.