

Iowa Western Community College

**EEO Public
Inspection File
Report**

KIWR 89.7 The River FM

2011-2012 ANNUAL EEO PUBLIC FILE REPORT

Board of Trustees, Iowa Western Community College

Station:	KIWR 89.7 FM Council Bluffs, Iowa
Reporting Period:	July 1, 2011 – June 30, 2012
No. of Full-Time Employees:	5-10
Small Market Exemption:	No

During the Reporting Period, one full-time position was filled. The information required by FCC Rule 73.2080(c)(6) is provided in the tables that follow on Exhibit 1. On Exhibit 2, please find a narrative statement.

INITIATIVES

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

Participated in at least 4 job fairs by station personnel who have substantial responsibility in making hiring decisions.

1. 4-16-12–Station Manager participated in The Reader Job Fair (Omahajobs.com).
2. 10-25-11 Station Manager and other full-time staff participated in Iowa Western Community College Career Fair.

Established an internship program designed to assist members of the community to acquire skills needed for broadcast employment.

KIWR employs 7 IWCC students in a variety of positions including producer, production director, music director and website director.

Participated in events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

1. 5-1-12 – Guest speaker to prospective high school graduates of Harlan Public Public Schools. Topic was Career in Broadcasting.
2. 5-2-12 – Guest speaker to prospective high school graduates of Omaha Public Schools. Topic was Careers in Broadcasting. Also did on-site remote broadcast from school property.

Participated 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

1. 7-21-11 – IWCC hosts “Techdaze” on campus for 6th, 7th and 8th graders. Station personnel conducted two (2) four (4) hour long sessions on radio broadcast operations. Total students attended – 24.
2. 5-3-12 – Station Manager conducted tour for University of Northern Iowa staff (5 members). Purpose to see IWCC program operations and discuss student transfer articulation agreements.
3. Numerous tours – Station personnel conduct numerous tours throughout academic year for prospective IWCC student groups interested in Media Studies Program. Also tours for outside groups such as Cub Scouts, Boy Scouts and Council Bluffs Youth Leadership Program.

EXHIBIT 1

LIST OF POSITIONS FILLED

Date of Hire	Job Title	Recruitment Source Referring Hiree
3-7-12	KIWR On-Air Announcer	KIWR Station Website www.897theriver.com

INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period: 4

Recruitment Sources Used in Reporting Period	Number of Persons Interviewed that the Source Referred
Omaha World Herald (newspaper), KIWR Station Website, Career Link (Omaha, Nebr), IWCC HR Website, Daily Nonpareil (newspaper), Industry Sources	4

RECRUITING SOURCES USED

The following sources were used to recruit for the full-time New Media/Promotions Coordinator

Referral Source	*	Address of Source	Contact Person at Source	Phone Number and email address of source
IWCC Human Resources	Y	2700 College Road Council Bluffs, IA 51503	Nancy Schrage	712-325-3413 nschrage@iwcc.edu
Omaha World Herald	N	1314 Douglas St., Suite 850 Omaha, NE 68102	Jeri Pennington	402-444-1280 jeri.pennington@owh.com
Career Link	N	1905 Harney Street Omaha, NE 68102	Submitted by Amanda Stoffel	712-325-3731 astoffel@iwcc.edu
The Daily Nonpareil	N	535 W. Broadway #300 Council Bluffs, IA 51503	Submitted by Amanda Stoffel	712-325-3731 astoffel@iwcc.edu

*Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies

EXHIBIT 2

FCC Form 396 Employment Program Report

Iowa Western Community College

Station KIWR 89.7 (FM), Council Bluffs, Iowa

Narrative Statement

Iowa Western Community College is the licensee for non-commercial educational radio station KIWR 89.7 (FM), Council Bluffs, Iowa. Iowa Western's HR and EEO establish, maintain and manage EEO hiring procedures that KIWR uses to fill vacancies to ensure a wide dissemination of vacancy information, active community outreach and provision of a non-discriminatory workplace.

KIWR has seven (7) full-time employees with only two full-time vacancies filled in the last two years as shown on the 2011-2012 and 2010-2011 annual EEO public file reports attached. KIWR uses a statewide public radio listserv, its own website, its region's two largest newspapers and IWCC's HR web system to publicize available vacancies. IWCC's HR reviews KIWR job descriptions, brief KIWR staff on search protocols and meets with KIWR search committees to review and approve recommendations for hire. IWCC's personnel policies are also online and govern KIWR employee EEO matters.

In addition to full-time staff, KIWR offers paid internship positions to five (5) Iowa Western students during the academic year, slightly fewer than these during summers. These students work in KIWR operations, administration, development and news areas. They are recruited through IWCC's career placement office and its job fairs, presentations in classes of the IWCC Department of Media Studies. KIWR personnel also host station tours for students, scouts and listeners; staff the station booth at community festivals; and do numerous live remote broadcasts at public events throughout the year. KIWR broadcasts announcements of the station's needs for volunteers as appropriate, then recruits and trains community members for specific roles augmenting paid staff at the station.

The KIWR station manager takes overall responsibility for EEO compliance for the organization, including ongoing adjustment to revisions in Iowa Western Community College updating of HR and EEO policies.