



For the period commencing August 1, 2008 to July 31, 2009 (Report Term).

Prepared by KVIE, Inc.

This report covers the following employment unit:

Call Sign	Facility ID No.	Type of Station	Community of Service
KVIE (analog)	35855	TV	Sacramento, CA
KVIE-DT	35855	DT (digital television)	Sacramento, CA

A. The following is a list of the job titles of all full-time positions filled during the Report Term, followed by all recruitment sources contacted for the position. The recruitment sources used by interviewees, if provided, and the person hired are indicated.

1. Facilities Manager

of persons interviewed: 2

(#) indicates recruitment source used by that many interviewees (2 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	Inter-Tribal Council of California
California Chicano News Media	ITT Technical Institute
California Department of Veterans Affairs	KVIE Web
Careerbuilder.com	MTI College of Business & Technology
Craigslist.org (1)	Non-Profit Resource Center
Crossroads Employment Services	PBS Connect
Employee Referral (1)*	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Black Chamber of Commerce
Hotjobs.com	Sacramento Hispanic Chamber of Commerce

2. Accounting Manager

of persons interviewed: 3

(#) indicates recruitment source used by that many interviewees (2 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	KVIE Web
California Chicano News Media	MTI College of Business & Technology
California Department of Veterans Affairs	National Association of Hispanic Journalists
Careerbuilder.com	Non-Profit Resource Center
Craigslist.org (1)*	PBS Connect
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee (1)
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento Women in Radio & Television

3. Receptionist

of persons interviewed: 3

(#) indicates recruitment source used by that many interviewees (2 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	KVIE Web (1)*
California Chicano News Media	MTI College of Business & Technology
California Department of Veterans Affairs	National Association of Hispanic Journalists
Careerbuilder.com	Non-Profit Resource Center
Craigslist.org (1)	PBS Connect
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento Women in Radio & Television



4. Chief Financial Officer

of persons interviewed: 4

(#) indicates recruitment source used by that many interviewees (4 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	KVIE Web
California Chicano News Media	MTI College of Business & Technology
California Department of Veterans Affairs	National Association of Hispanic Journalists
Careerbuilder.com (1)	Non-Profit Resource Center
Craigslist.org	PBS Connect
Crossroads Employment Services	Referral (3)*
Current Classifieds	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento Women in Radio & Television

5. Staff Accountant

of persons interviewed: 3

(#) indicates recruitment source used by that many interviewees (3 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	MTI College of Business & Technology
California Chicano News Media	National Association of Hispanic Journalists
California Department of Veterans Affairs	Non-Profit Resource Center
Careerbuilder.com	PBS Connect
Craigslist.org (2)*	Sacramento Asian Pacific Chamber of Commerce
Crossroads Employment Services	Sacramento Bee
Greater Sacramento Urban League	Sacramento Black Chamber of Commerce
Hotjobs.com	Sacramento Hispanic Chamber of Commerce
Inter-Tribal Council of California	Sacramento Women in Radio & Television
ITT Technical Institute	Women's Empowerment Program (1)
KVIE Web	

6. Accounting Clerk

of persons interviewed: 1

(#) indicates recruitment source used by that many interviewees (1 interviewee indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	KVIE Web (1)*
California Chicano News Media	MTI College of Business & Technology
California Department of Veterans Affairs	National Association of Hispanic Journalists
Careerbuilder.com	Non-Profit Resource Center
Craigslist.org	Referral
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento Women in Radio & Television

7. On-air Fundraising Coordinator

of persons interviewed: 5

(#) indicates recruitment source used by that many interviewees (5 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	MTI College of Business & Technology
California Chicano News Media	National Association of Hispanic Journalists
California Department of Veterans Affairs	Non-Profit Resource Center
Careerbuilder.com	PBS Connect
Craigslist.org (2)	Referral
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento Women in Radio & Television
KVIE Web (3)*	Tvjobs.com

8. Outreach Coordinator

of persons interviewed: 4

(#) indicates recruitment source used by that many interviewees (4 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	MTI College of Business & Technology
California Chicano News Media	National Association of Hispanic Journalists
California Department of Veterans Affairs	Non-Profit Resource Center
Careerbuilder.com	PBS Connect
Craigslist.org (2)	Referral
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento PR Website
KVIE Web (2)*	Sacramento Women in Radio & Television
	Tvjobs.com

9. Producer/Reporter

of persons interviewed: 2

(#) indicates recruitment source used by that many interviewees (2 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	MTI College of Business & Technology
California Chicano News Media	National Association of Hispanic Journalists
California Department of Veterans Affairs	Non-Profit Resource Center
Careerbuilder.com	PBS Connect
Craigslist.org	Referral
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento PR Website
KVIE Web (2)*	Sacramento Women in Radio & Television
Media Match	Tvjobs.com

10. Producer

of persons interviewed: 3

(#) indicates recruitment source used by that many interviewees (3 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	MTI College of Business & Technology
California Chicano News Media	National Association of Hispanic Journalists
California Department of Veterans Affairs	Non-Profit Resource Center
Careerbuilder.com	PBS Connect
Craigslist.org	Referral (1)
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento PR Website
KVIE Web (2)*	Sacramento Women in Radio & Television
Media Match	Tvjobs.com

11. Producer/Editor

of persons interviewed: 4

(#) indicates recruitment source used by that many interviewees (4 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (1 of 1 person(s) hired indicated recruitment source)

Asian American Journalists	MTI College of Business & Technology
California Chicano News Media	National Association of Hispanic Journalists
California Department of Veterans Affairs	Non-Profit Resource Center
Careerbuilder.com	PBS Connect
Craigslist.org (3)	Referral (1)*
Crossroads Employment Services	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Bee
Hotjobs.com	Sacramento Black Chamber of Commerce
Inter-Tribal Council of California	Sacramento Hispanic Chamber of Commerce
ITT Technical Institute	Sacramento Women in Radio & Television
KVIE Web	Tvjobs.com

B. A total of 1,023 applicants applied for the 11 regular, full-time vacancies during the Report Term. The following lists each recruitment source that *referred* interviewees to KVIE and the number referred with contact information for sources used. All applicants are asked to designate the recruiting source.

Source	Sent Via	Contact	Source used by hired person(s)	Source used by interviewees
Asian American Journalists 1182 Market Street Ste 320 San Francisco CA 94102	Web	Phone (415) 346-2051 Fax (415) 346-6343 Email: post@aja.org		
Association of Fundraising Professionals 1101 King Street #700 Alexandria VA 22314	Web	Phone (703) 519-8462 Fax (703) 683-0517 Email: jobs@afpnet.org Web: www.afpnet.org		
California Chicano News Media One California Plaza 300 S. Grand Ave., Suite 3950 • Los Angeles, CA 90071-3175 Ph: (213) 437-4408 • Fax: (213) 437-4423 Email: ccnmainfo@ccnma.org	Web	http://www.ccnma.org/		
California Department of Veterans Affairs Personnel Office 1227 O Street Sacramento CA 95814	Mail	Phone (916) 653-2535		
Careerbuilder.com	Web	www.careerbuilder.com		1
Craigslist.org	Web	on line posting only www.craigslist.org	2	12
Crossroads Employment Services 3823 V Street #1 Sacramento CA 95817	Email	Danny Marquez Phone (916) 457-1900 Fax (916) 457-4439 Web: www.crossroadsdiversified.com		
California State University, Sacramento 6000 J Street Sacramento, CA 95819	Web	Phone: (916) 278-6011 Web: www.csus.edu		
Employee Referral	Web	www.kvie.org	1	1
Greater Sacramento Urban League 3725 Marysville BLVD. Sacramento, CA 95838	Email	Phone (916) 286-8600 Email: info@gsul.org Web: www.gsul.org		
Hotjobs.com	Web	Web: www.hotjobs.com		
Inter-Tribal Council of California 2755 Cottage Way Ste. #14 Sacramento, CA 95825	Mail	Phone (916) 973-9581 Fax (916) 973-0117 Web: www.itccinc.org		



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ITT Technical Institute Placement Office 10868 Gold Center Drive Rancho Cordova CA 95670	Email	Phone (916) 851-5658 Email: prydell@itt-tech.edu		
KVIE Public Television Website	Email	Rose Froling www.kvie.org	6	11
Media-Match	Web	www.media-match.com		
MTI College of Business & Technology 5221 Madison Avenue Sacramento CA 95841	Web	Phone: (916) 339-1500 Web: www.mticollege.edu		
Non-Profit Resource Center Sacramento Library 828 I Street Sacramento CA 95814	Web	Phone: (916) 264-2772 Web: nrc@nonprofitresourcectr.org		
Opportunitynocs.com 870 Market Street #800 San Francisco CA 94102	Web	Phone: (800) 344-6627 Fax: (415) 362-4603 Email: nocs@tmcenter.org Web: www.opportunitynocs.org		
PBS Connect	Web	Web: connect.pbs.org		
Referral	Other		2	5
Sacramento Asian Pacific Chamber of Commerce 1331 T Street #3 Sacramento CA 95814	Mail			
Sacramento Bee 2100 "Q" Street Sacramento CA 95816	Fax	Rae Libman Phone: (916) 321-1313 Fax: (916) 326-5570 Web: www.sacbee.com		1
Sacramento Black Chamber of Commerce 2251 Florin Road #132 Sacramento CA 95822	Email	info@sacblackchamber.org		
Sacramento Hispanic Chamber of Commerce 2848 Arden Way #230 Sacramento CA 95825	Mail	Phone: (916) 544-7420 Fax: (916) 554-7429		
Sacramento Women in Radio and Television	Web	Web: www.sacramentoawrt.org		
Tvjobs.com	Web	Web: www.tvjobs.com		
Women's Empowerment Program	Email	1400 N C St Sacramento, CA 95811-0611 (916) 341-0730 womensempowerment@yahoo.com		1

C. During the Report Term, KVIE, Inc. engaged in the following long-term recruitment initiatives:

1. **Internship Program:** KVIE continues to develop a comprehensive internship program and has established more productive relationships with local colleges/universities. KVIE's volunteer and internship coordinator attends job fairs. KVIE employs 2 long-term paid internships in the On Air Fundraising, Public Relations, and Education Outreach departments. In the past, interns have been bilingual furthering KVIE's goal to reach out to non-English speaking communities. Additionally, KVIE offers unpaid internships within various departments. Most interns are students attending University of California, Davis, California State University, Sacramento, and Los Rios Community Colleges.
2. **Training Programs:** KVIE requires all employees to attend at least two training seminars each year within their specific job duties to improve their skills and help them qualify for a higher level position and keep current with industry and job standards. Additionally KVIE provides at least 2 mandatory ALL Staff training sessions each year. All employees are technically trained in various aspects of pledge production outside of their typical job functions such as: audio board, camera, on-air talent, technical direction, and teleprompter.
3. **Listing of Upper-Level Positions in Diverse Job Bank:** KVIE posts all of its positions including upper-level positions.
4. **Management EEO Training:** During the report term, two employees, including the Manager of Human Resources, completed a Webinar hosted by Dow Lohnes, PLLC on June 18, 2009 regarding methods of ensuring equal employment opportunity, preventing discrimination, and compliance with the Federal Communications Commission Equal Employment Opportunity rules. Participation in this training satisfies the standards set forth in 47 C.F.R. § 73.2080(c)(2)(xiv).
5. **Recruitment/Interview:** All hiring managers are trained by Human Resources to ensure equal employment opportunities are practiced during recruitment. Human Resources and the General Manager must approve candidate pool for diversity before interviewing process begins. Upon interview process Human Resources meets with hiring manager to discuss standardized questions.