

# 2023\_ ANNUAL EEO PUBLIC FILE REPORT

[KCIE Radio Station]

Station(s) KCIE Radio Station

Community(ies) of License:  
Dulce , NM

Reporting Period: June 1,2022 -  
May 31-2023

No. of Full-time Employees:            5 – 10 **8 Full Time Employees**

Small Market Exemption: Yes

The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

## INITIATIVES

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

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

In the summer of 2022 KCIE Hired 4 High school students as well as 1 college students to work at KCIE during the summer . Their employment began in June and ended in August before school started . The students learned all they could about being broadcasters at a public radio station . They learned how to be on-air announcers, how to use radio equipment and the stations rules and regulations , they helped with the news department and learned how to produce PSA's as well as short skits. By the end of the summer they knew all the in's and out's of working at a radio station .

*Provided training to management level personnel on methods of ensuring equal employment opportunity and prevent discrimination.*

All KCIE staff including management participated in Workplace harassment training in the month of September 2022/2023 . This class was held online and was mandatory for each full time employee. This class taught KCIE employees key aspects of harassment, including definitions and best practices for handling and reporting harassment.

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LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
12/26/22	Secretary	Jicarilla Apache Nation HR Department
4/3/23	On-Air Announcer	Jicarilla Apache Nation HR Department

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INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period:   1  

Recruitment Sources Referring Interviewees during Reporting Period	Number of Persons Interviewed that the Source Referred
Job listing for position was posted in Tribal Building and in other local offices around the community	2
Was posted in the local news paper (The Chieftain)	1
Was advertised online at <a href="http://www.hrjicarilla.com">www.hrjicarilla.com</a>	1

RECRUITING SOURCES USED

Job Title of Position: Secretary Date of Hire: 12/26/2022

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Job Listing Posted in tribal building and also in other local offices .	y	PO Box 503, Dulce , NM 87528	Selena Gonzales, HR specialist	575-759-3242
<a href="http://www.hrjicariilla.com">www.hrjicariilla.com</a>	y	PO Box 503, Dulce , NM 87529	Selena Gonzales, HR specialist	575-759-3242
Local News paper (The Chieftain)	y	PO Box 503, Dulce , NM 87530	Chieftain Director	575-759-3242

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

Job Title of Position: On-Air Announcer Date of Hire: 4/3/2023

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Job Listing Posted in tribal building and also in other local offices .	y	PO Box 503, Dulce , NM 87528	Selena Gonzales, HR specialist	575-759-3242
<a href="http://www.hrjicariilla.com">www.hrjicariilla.com</a>	y	PO Box 503, Dulce , NM 87529	Selena Gonzales, HR specialist	575-759-3242
Local News paper (The Chieftain)	y	PO Box 503, Dulce , NM 87530	Chieftain Director	575-759-3242

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