

# KCSN ANNUAL EMPLOYMENT REPORT FY 2009-2010

**KCSN Public Inspection File  
FY 2009-2010 EEO ANNUAL EMPLOYMENT PUBLIC FILE REPORT  
AUGUST 1, 2009 TO JULY 31, 2010**

- 1) Full-time vacancies filled during fiscal year: None**
- 2) Recruitment Resources for each vacancy: None**
- 3) Recruitment Resources for MPP(CSUN Management Personnel Plan)/GM: None**
- 4) Recruitment referral: None**
- 5) Total number of persons interviewed for all full-time vacancies filled during period: None**
- 6) Total number of persons interviewed for all full-time vacancies filled during period per source: None**
- 7) Outreach activities during period:**

### **Introduction**

KCSN has five full-time employees (regular 40 hours or more per week). During FY 09 – 10 the Associate Dean of AMC was assigned responsibility as the General Manager of KCSN. The Associate Dean is a woman. KCSN had no State job vacancies occur. CSUN Human Resources maintains an active employment outreach when needed. At the present KCSN has a viable full-time staff of five persons and there are no full-time job openings at the station now or in the foreseeable future.

### **Job Fair Participation**

KCSN is unable to participate in job fairs due to our existence as a department within the California State University system. All hiring is controlled by the University's Human Resources Department.

### **Internships, Volunteers, Student Involvement**

KCSN continues to have strong academic ties to the College of Journalism and the Cinema and Television Arts Department at California State University, Northridge. Each academic semester over 70 CSUN Journalism students participate in live broadcasts of the award-winning KCSN News. Early morning news updates plus a 1 hour live program called "The Evening Update" make for a vibrant, hands-on learning experience for these young broadcast journalists. KCSN's News Director Keith Goldstein has garnered over 500 awards for excellence in his 22-year tenure. Students write and edit the news, produce and anchor the broadcasts, and create all of the feature stories themselves. These students are being exposed to and participating in professional radio journalism activities through KCSN. KCSN also employs 2 Federal Work Study Interns per academic semester who learn many aspects of radio station operation, from board operation to production, membership and development duties, and business office functions. KCSN also continues to offer formal production internship positions per year to qualified students from the University. These students work closely with the KCSN Director of Broadcast Operation, Meishel Menachekanian. during his daily production duties. Interns learn how to produce audio, station imaging and voice over technique, along with digital editing and final mix-down techniques. Interns also work directly with the General Manger, Karen Kearns, to screen music and build the library for the new Triple A format. This is a unique and exciting opportunity for CSUN students. KCSN is one of the only public radio stations in Los Angeles to give student interns this level of production and programming experience.

KCSN's daily music programming is automated. The weekend broadcast staff consists primarily of community volunteers. All weekend music programs are produced and hosted by volunteers from the Los Angeles County area. This again offers our community a chance to participate in the operation of the station. Along with volunteers we also engage CSUN students and local high school students to volunteer, intern, and be a part of the KCSN community. Formal and informal training opportunities abound at KCSN, and we welcome anyone who is interested to visit and consider taking part in the KCSN radio experience.

### **Tours**

KCSN regularly provides tours of its facility for both high school and local community groups such as The Cub Scouts, The Boy Scouts, The Girl Scouts, both Indian Princess and Indian Guide troupes, Cub Scouts, Brownies, middle, high school, and college students. Tours explain station operations and promote careers in public radio and broadcasting. Station tours are available to any member of the public during regular business hours.

- CSUN/KCSN plans to list upper-level job openings (when such openings occur) with various public radio organizations that reach women and minorities.

- Advertising for Upper Level Job Openings (when such openings occur) can be found in the following publications, websites, and trade bulletins:

Current / Public Broadcasting bi-weekly Newspaper Broadcasting and Cable (magazine)

Billboard (weekly trade journal) Electronic Media / website PubRadio / website Corporation For Public Broadcasting ( Jobline)

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