



**Public File Report January 1<sup>st</sup>, 2020 through December 31<sup>st</sup> 2020**

As a licensee of the Federal Communication Commission, Northwood Hispanic Communication Center afford equal employment opportunity without regard to race, color, religion, national origin, or sex.

**EEO ANNUAL REPORT FOR  
NORTHWOOD HISPANIC COMMUNICATION CENTER**

This Annual EEO Report is filed on behalf of KNLY (FM), (The Stations) in compliance with the FCC's EEO Reporting Requirements. KNLY, owned by Northwood Hispanic Communication Center, share at least one employee. Thus, FCC rules deem the Stations a "Single Employment Unit" and required the filing of a joint report. This report includes information from January 1<sup>st</sup>, 2020 through December 31<sup>st</sup> 2020, and will be placed in the Station's Public Files on the FCC website and on the Station's respective websites.

**Job Vacancy Information**

Northwood Hispanic Communication Center ("NHCC") & KNLY 91.1FM ("Stations") are equal opportunity employers that are committed to meeting in the Station's EEO Obligations. All Full-time Job vacancies are posted with several sources, including national and local minority organizations, schools, newspapers, and help-wanted and industry websites. The Station's list of recruitment sources has been updated to include email addresses and will be used to notify potential applicants for full-time positions. The Stations will continue to actively seek out new sources. The Stations encourage organizations that distribute employment information or refer prospective candidates to contact us so that they may be placed on our mailing list to receive notification of future vacancies. The Stations will broadcast announcements four times a year in rotating day parts inviting interested organizations to be added to our mailing list. Notices on the Stations' websites extend a similar invitation.



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The Woodlands, Texas, 77380

**WWW.RADIOTHEBOSS.COM**



### Long-Term Recruitment Measures

The Stations participate in long-term recruitment measures both individually and together. Job/Career Fairs are attended by Stations' General Manager, Sales Manager (Regional or Local) and/or Business Manager; and if another specific opening exists, the appropriate department head attends. The Stations co-sponsor a Job/Career Fair twice a year with Woodlands Chamber of Commerce.

The Stations participate in Job opening with the Houston Community College

The Stations participate in a scholarship program for local students to facilitate their study of broadcasting. This is The Woodlands Prep.

### Job Fairs/Career Days attended during the period:

HCC Northwest Community College — Nov 5, 2020

Virtual Fair.

### Internships Offered during the period:

Four internship positions were made available during the period for Marketing &

Promotions Assistant; On-Air Show Producer; Sales Assistant and Business Office Assistant. Currently the Marketing & Promotions Assistant Internship Second semester intern positions were filled; however due to Corona Virus, these positions were ended.

### OUTREACH LISTING

The Stations furnish job listings to the following organizations that distribute information about employment opportunities to job seekers:

#### **Woodlands Chamber of Commerce**

Phone: 281-367-5777

Address: 9320 Lakeside Blvd., The Woodlands, TX 77381

Contact: Cindy Alvarado

Email: [info@woodlandschamber.org](mailto:info@woodlandschamber.org)

Website: <https://www.woodlandschamber.org/>



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### **Craigslist.com**

Phone: N/A

Address: N/A

Contact: N/A

Email: N/A

Website: <https://www.craigslist.org>

### **Indeed.com**

Phone: 1-800-475-4361.

Address: N/A

Contact: Jennifer Howard

Email: N/A

Website: <https://www.indeed.com>

### **ZipRecruiter**

Phone: (623) 439-2935

Address: 604 Arizona Ave. Santa Monica, CA 90401

Contact: Jennifer Howard

Email: [ashley.odil@ziprecruiter.com](mailto:ashley.odil@ziprecruiter.com)

Website: <https://www.ziprecruiter.com>

### **VisitConroe.com**

Phone: (936) 522 3500

Address: 505 West Davis St. Conroe Texas 77301

Contact: Jennifer Howard

Email: [info@visitconroe.com](mailto:info@visitconroe.com)

Website: <https://www.visitconroe.com>



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The Stations furnish job listings to the following website job posting sources that distribute information about employment opportunities to job seekers:

Northwood Hispanic Communication Center websites:

- [www.nhcctx.org](http://www.nhcctx.org)
- [www.radiotheboss.com](http://www.radiotheboss.com)
- [www.lajefahouston.com](http://www.lajefahouston.com)

Broadcast Career Link+Diversity - NAB [www.broadcastcareerlink.com](http://www.broadcastcareerlink.com)

Facebook and Instagram Post of the opening Position of the stations

@TheBoss 91.1FM

LinkedIn account: @TheBoss91.1FM

AirTime Spots on the 24/7 Programming.

#### Specific Full-Time Positions Filled

Sales & Marketing Consultant                      10

#### Specific Full-time Positions Open

No positions open at present time.

The Stations continue to refine procedures and increase recruitment sources.

The Stations will regularly assess and improve recruitment methods and sources by analyzing their effectiveness and making changes as appropriate.



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Job Title: Sponsorship Promoters  
 Stations: 1  
 Candidates Interviewed, number of: 20  
 (2 radio ads; 1 external referral)  
 Candidate Hired: Yes (Indeed)  
 Hire Date: 07/30/2020  
 Referral Sources Contacted for Job Posting:  
 KNLY Websites  
 Ads on KNLY  
 Indeed.com

Job Title: Audio Operator  
 Stations: 1  
 Candidates Interviewed, number of: 3  
 (5 radio ads; 1 external referral)  
 Candidate Hired: Yes (Indeed)  
 Hire Date: 09/30/2020

Summary of Interviewees by Referral Sources For This Period

NHCC/KNLY Radio Stations Advertising	2
Sonoma Job Connections	5
Internal Referrals	1

*Dr. J. Daniel Vargas*

Daniel Vargas  
 CEO/President  
 KNLY 91.1FM The Boss



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