



**Twin Cities Public Television Annual EEO Public File Report
Stations KTCA-TV & KTCI-TV
November 22, 2021-November 30, 2022**

Statement of EEO Policy

Twin Cities Public Television, Inc. (“TPT”) is an equal opportunity employer, and makes employment decisions without regard to race, color, age, religion, sex, marital status, sexual preference, gender identity, gender identity expression, national origin, citizenship, veteran status, the presence of any sensory, mental, or physical disability, pregnancy and childbirth, genetic information, familial status, or any other protected basis in accordance with local, state, and federal laws.

TPT publicizes the availability of job information via an EEO PSA that airs in general rotation on Stations KTCA and KTCI; however, no organization has made a specific request to TPT to receive notification of job vacancies.

Commitment to Inclusion, Diversity, Equity, Accessibility

TPT is committed to advancing inclusion, diversity, equity, and accessibility across all levels of our organization. TPT is actively working to increase its representational diversity, create welcoming and inclusive environments for our staff and community members, ensure our content and programming is accessible, and include the voices and experiences of Black communities, Indigenous communities, communities of color, LGBTQIA+ communities, disabled communities, and other historically marginalized groups.

TPT’s Vacancy-Specific Recruitment & Recruitment Sources

TPT publicizes job vacancies in a variety of ways. TPT announces all of its job postings to current employees via a contemporaneous “all staff email,” and posts all openings on the careers page of the TPT website (TPT.org), on the Minnesota Council of Non-Profits website (minnesotanonprofits.org). In addition, TPT utilizes its HR software service provider (UKG) to post TPT’s job vacancies to the following aggregator websites which utilize AI to push listings out to other online job search engines: Appcast Job Sites (appcast.io), EQuest Job Sites (equest.com), Indeed Job Sites (indeed.com), Radancy Job Sites (radancy.com), SmashFly Job Sites (smashfly.com), Symphony Talent (symphonytalent.com), TeamWork Online Job Sites (teamworkonline.com) and WayUp Job Sites (wayup.com). TPT also utilizes DiversityCatalyst.com (CIRCA), which posts jobs to a catalog of over 600 diverse and inclusive community sites, based on algorithms that indicate the best match for potential applicants (see attached for a listing of the DiversityCatalyst sub-postings). Finally, TPT posts and promotes many of its job postings on TPT-branded social media channels (e.g., facebook, Instagram, LinkedIn, etc.).

TPT used the aforementioned referral sources for all openings during the reporting period, and occasionally supplemented those with additional sources for particular openings, as indicated in the table below.

Full-Time Vacancies Filled During Reporting Period

Position Filled	Additional Referral Sources	Number of Candidates Interviewed	Referral Source of Hire
HR & Benefits Coordinator		Indeed – 4 Employee Referral – 1 MN Council of Non-Profits – 1 Online Job Site – 1	Employee Referral
Community Engagement Coordinator		MN Council of Non-Profits – 1 TPT Career Site – 1 Employee Referral – 1	Employee Referral
Salesforce Administrator		LinkedIn – 3 Indeed – 2 Other – 1 Employee Referral - 1	Indeed.com
Gift Processing Coordinator		MN Council of Non-Profits – 3 Indeed – 2 Employee Referral - 2	Employee Referral
Digital Content Editor - Next Avenue	Current	Social Media – 3 LinkedIn – 2	LinkedIn
Digital Content Editor-Health- Next Avenue	LinkedIn (Sponsored post)	Indeed – 3 LinkedIn – 1 Employee Referral 1	LinkedIn
Digital Content and Email Marketing Specialist		Indeed – 3 MN Council of Non-Profits – 1 Current Employee – 1 Employee Referral – 1 TPT Career Site - 1	Current Employee
Director of People Operations		Current Employee - 1	Other
Director of Communications		MN Council of Non-Profits – 2 TPT Career Site – 1 Other – 1 LinkedIn -1 Online Job Site -1	LinkedIn
Educational Engagement Specialist - PBS Learning Media		Current Employee - 1	Current Employee
Events Director		Employee Referral – 1 Indeed – 7 LinkedIn – 1 MN Council of Non-Profits - 3	MN Council of Non-Profits
Executive Assistant & Department Coordinator		Indeed – 3 Online Job Site – 1 MN Council of Non-Profits – 2 TPT Career Site -1	Indeed.com
General Counsel	Current	Other – 4 LinkedIn - 2	LinkedIn
IT Service Desk Support Analyst		Indeed – 4 MN Council of Non-Profits -1	Indeed.com

Network Engineer		Employee Referral – 1 TPT Career Site – 1 LinkedIn – 1 Other – 1	Employee Referral
On-Air & Video Fundraising Manager		ZipRecruiter - 1	ZipRecruiter
Production Manager (2 positions)		TPT Career Site – 1 LinkedIn - 1	TPT Career Site LinkedIn
Production Assistant		LinkedIn – 2 Current Employee – 1 TPT Career Site – 1 Indeed - 1	LinkedIn
Production Coordinator		Employee Referral – 3 Current Employee – 1 Indeed – 3 Other – 1 TPT Career Site - 1	Current Employee
Professional Development & Community Engagement Specialist		TPT Career Site - 1	TPT Career Site
Programming & Traffic Coordinator		MN Council of Non-Profits – 3 LinkedIn -1 TPT Career Site – 1 Employee Referral – 1	MN Council of Non-Profits
Project Manager	Dice.com	LinkedIn – 6 Indeed – 1 TPT Career Site – 1	LinkedIn
Development Research Analyst	LinkedIn (Sponsored Post)	Other – 1 Online Job Site – 1 MN Council of Non-Profits - 1	MN Council of Non-Profits
Development & Grant Specialist	Current LinkedIn (Sponsored Post)	Current – 1 MN Council of Non-Profits – 1 Other – 1 TPT Career Site -1	Other
Senior Executive Assistant		Indeed – 5 LinkedIn – 3 Other – 2 TPT Career Site – 3 Search Firm – 3	Recruitment Firm
Social Media Specialist		Current Employee – 1 LinkedIn - 1	LinkedIn
Sponsorships Specialist	LinkedIn (Sponsored Post)	LinkedIn – 1 TPT Career Site – 2 Online Job Site – 1 Indeed – 1	Indeed.com
Staff Services & Front Desk Coordinator		Indeed – 10 MN Council of Non-Profits – 1 Current Employee – 2 Online Job Site – 1 TPT Career Site - 2	Indeed.com
STEM Project Coordinator		MN Council of Non-Profits – 2 Current Employee – 1 Employee Referral – 1 Indeed – 1 Social Media - 1	Social Media

Systems Engineer		Indeed - 3	Indeed.com
Talent Acquisition & Talent Development Business Partner		Current Employee – 1 LinkedIn – 1 Employee Referral - 1	Current Employee
Chief Content Officer	Current	Current – 2 Employee Referral – 1 LinkedIn- 2 Other – 4 TPT Career Site – 4 Search firm – 8	Search Firm
Director of Content Development	Current	Employee Referral – 4 Other – 2 Indeed - 1	Employee Referral
Staff Services & Front Desk Coordinator		Employee Referral – 2 Indeed – 6 MN Council of Non-Profits – 2 TPT Career Site - 2	Employee Referral

Total Number of Interviewees (all sources): 213

Supplemental Recruitment and Outreach Initiatives

Job Fairs. TPT participated in three career fairs focused on reaching applicants in the greater Minneapolis-St. Paul area, and nationally. At each event, TPT representatives promoted current openings, connected with potential candidates for future openings, answered questions and collected resumes.		
Date	Initiative and Description	Station Participants/Personnel Involved
2/25/2022	University of Minnesota Career Fair	Attended by TPT’s Recruiter and personnel from the education, production and programming departments
3/29/2022	PBS Career Fair (virtual)	Attended by TPT’s Recruiter
11/12/2022	Black Tech Talent Community Techfest (Career Fair)	Attended by TPT’s Recruiter
Internships. TPT offers internship opportunities for students and recent graduates in various departments, including in its Education, Ready-to-Learn and Marketing-Events. In addition, after a long hiatus, in 2022 TPT relaunched “HYPER 2.0” an in-person after-school-program geared towards high school students interested in learning about media and broadcast/digital production.		
Date	Initiative and Description	Station Participants/Personnel Involved
June - August 2022	Black SciGirls Internships: Hired 2 summer interns who supported the program and who will continue through spring of 2023, leading social media for the Black SciGirls Youth Council.	Director of TPT Education & Educational Project Specialist
June - August 2022	Ready to Learn Internships: Hired 2 summer interns to assist with community outreach and education programs	Production Project Specialist

September 2020- August 2022	Mellon/ACLS Fellowship: One Fellow worked with TPT’s Audience Development and Marketing Team learning about public broadcasting and assisting TPT in better meeting the needs of the community and deepening audience engagement.	VP of Marketing & Communications, Audience Development Marketing Fellow
12/2021 - 5/2022	HYPE 2.0 is a hands-on participatory project for Indigenous, Black, Latinx and Asian high school students, in which they learn the craft of media storytelling using digital and video production techniques. Meeting weekly during the school year, the HYPE curriculum is a mix of media production, history of public television in communities of color, and media literacy.	Director of TPT Education, along with TPT’s Educational Project Specialist and TPT’s Exec. Producer & Managing Director
Ongoing Staff Training.		
Date	Initiative and Description	Station Participants/Personnel Involved
9/27/2022	Department Workplan Training	TPT Department Leadership led by TPT’s Chief Inclusion & Strategy Officer
9/29/2022	Training for Managers on leading impactful performance review conversations	TPT Department Leadership led by TPT’s Vice President/Human Resources
9/29/2022	All Staff Workplan Process Training	Chief Inclusion & Strategy Officer
10/11/2022	Individual Goal Setting Training for Managers & Employees	VP, HR and Chief Inclusion & Strategy Officer
Ongoing	Every TPT staff member must, at the time of hiring, complete online training programs covering the prevention of discrimination and harassment in the workplace and workplace diversity.	All station employees
Annual CPB Harassment Training	Every TPT staff member employed as of September 30, must complete CPB’s online Anti-Bias and Harassment Training program, covering the recognition of bias and the prevention of harassment in the workplace.	All station employees

Participation in Educational Programs.		
Twice Annually - once in the Fall and once in the Spring semesters.	Communications Course at Saint Catherine University – Three staff members in TPT’s Minnesota History production team were featured speakers at a classroom session, offering insights and education about working in public media.	Exec. Producer & Managing Director, Special Projects Producer, Associate Producer
9/1/2022	Marketing Mentorship/Job Shadow: Two high-school students spent a day at our offices, embedded with the Marketing/Events team, under the supervision of TPT’s VP of Marketing, affording students the opportunity to observe the inner workings of the department.	VP of Marketing
8/16/2022 - 12/13/2022	Minneapolis College's TREC program. Guest speaker at classroom session for this semester-long, college-credit communication course students are taking toward an Associate's degree.	Director of Communications

Diversity Catalyst Additional Referral Sources

Referral Source	Website
Adult Options In Education - St. Louis Park	http://www.adultooptions.org/
African Development Center	http://www.adcminnesota.org/
Aging and Disability Resource Center - St. Croix County	http://www.dhs.wisconsin.gov/
American Indian Family Center	http://www.aifc.net/
American Institute of Technical Education	http://www.instituteusa.com/
AMVETS - St. Paul	http://amvets.org/
Anoka Ramsey Community College	http://anokaramsey.edu/
Asian American Chamber of Commerce	http://asianamericanmn.com/
Asian American Journalists Association - Minneapolis	http://aajamn.googlepages.com/
Asian American Press	http://aapress.com/
Autism Society of Minnesota	http://ausm.org/
Bemidji State University	http://www.bemidjistate.edu/
Bethel University	http://www.bethel.edu/
Blaine Learning Lab	http://www.metronorthabe.org/
Brooklyn Park Vet Center	http://www.va.gov/directory/guide/facility.asp?ID=5913
Brown Girls Doc Mafia	http://browngirlsdocmafia.com/
Cambridge - Minnesota WorkForce Center - Veterans	http://mnwfc.org/
CareerForce in Blaine	http://www.careerforcemn.com/
Carleton College	http://www.carleton.edu/
Carlson School of Management at the University of Minnesota	http://www.csom.umn.edu/
Central Lakes College	http://www.clcmn.edu/
Century College	http://www.century.edu/
Chicano Latino Affairs Council	http://www.clac.state.mn.us/
CLUES - Comunidades Latinas Unidas En Servicio	http://www.clues.org/
College of St. Scholastica	http://www.css.edu/
Columbia Southern University	http://www.columbiasouthern.edu/
Community Referral Agency, Inc.	http://www.womenshelters.org/cit/wi-milltown
Complete Career Services	http://www.careercounselingcenters.com/minnesotacareertraining.htm
Courage Kenny Rehabilitation Institute	http://www.linkedin.com/company/courage-center/about/
Customized Options Nonprofit	http://www.customizedoptions.org/
Disabled American Veterans - Anoka #39	http://www.davmembersportal.org/chapters/mn/39/default.aspx
Disabled Veterans Opportunity Program Representative	http://www.mn.gov/
Down Syndrome Association of Minnesota	http://dsamn.org/
Dress for Success Twin Cities	http://www.dressforsuccesstwincities.org/
EMERGE Community Development Center	http://www.emerge-mn.org/
Employer Partnership of the Armed Forces - Minneapolis	http://www.employerpartnership.org/
ESGR - Employer Support of the Guard and Reserve - Minneapolis	http://www.esgr.mil/
FATHER Project - Adult Education	http://www.mnliteracy.org/
Goodhue County Veterans Services	http://www.co.goodhue.mn.us/187/Veterans-Service

Goodwill Easter Seals-Career Specialist	http://goodwilleasterseals.org/
Guild Incorporated	http://www.guildincorporated.org/
Hamline University	http://www.hamline.edu/
Hearing Loss Association of America - Minneapolis	http://www.hlaatc.org/
Hennepin South - Minnesota WorkForce Center	http://www.mnwfc.org/
Herzing University	http://www.herzing.edu/
HIRED - Minneapolis	http://www.hired.org/
Hmong American Partnership	http://www.hmong.org/
Hmong Cultural and Resource Center of MN	http://www.hmongcc.org/
Hubert H Humphrey Job Corps Center	http://huberthumphrey.jobcorps.gov/
Jewish Vocational Service - Minnetonka	http://www.jvsmn.org/
Latino Economic Development Center	http://www.ledcmn.org/
Lavender	http://www.lavendermagazine.com/
Lawrence University	http://www.lawrence.edu/offices/career-center
Le Sueur County Veterans Service Office	http://www.co.le-sueur.mn.us/veteransservices.html
Lifetrack Resources, Inc.	http://www.lifetrackresources.org/
Lifeworks Services	http://www.lifeworks.org/
MACC Commonwealth/Family&Children Service	http://www.thefamilypartnership.org/
Merrick Inc	http://www.merrickinc.org/
Metropolitan Rehabilitation Services	http://www.metrorehab.org/
Minneapolis Advisory Committee on People with Disabilities	http://www.ci.minneapolis.mn.us/
Minneapolis Community & Technical College	http://www.minneapolis.edu/
Minneapolis Consortium of Community Developers	http://www.mccdmn.org/
Minneapolis Urban League	http://www.mul.org/
Minnesota American Indian Chamber of Commerce	http://www.maicc.org/
Minnesota Assistance Council for Veterans - Minneapolis	http://www.mac-v.org/
Minnesota Association of Public Accountants	http://www.mapa-mn.com/
Minnesota Council of Churches	http://www.mnchurches.org/
Minnesota Department of Employment and Economic Development (DEED)	http://mn.gov/deed/about/contact-us/headquarters.jsp
Minnesota Department of Veterans Affairs	http://www.mdva.state.mn.us/
Minnesota Independence College & Community	http://www.miccommunity.org/
Minnesota Indonesia Society	http://www.mnindonesiasociety.org/
Minnesota WorkForce Center – various counties	http://www.positivelyminnesota.com & http://mnwfc.org/
MN Independent Living Services, Inc.	http://milshomecare.com/contact-us
MNIC English Learning Academy	http://www.mnliteracy.org/
MNIC Sabathani Community Center Life Skills Center - Adult Education	http://mnic.org/
NAACP - Minneapolis	http://www.minneapolisnaacp.org/
National Able Network	http://www.nationalable.org/
National Organization of Blind Educators, a Divisi..	http://www.nfb.org/nfb/Blind_Educator.asp
NAVUBPP - National Association Veterans Upward Bound - Minneapolis	http://www.navub.org/
Opportunity Partners	http://www.opportunities.org/
Oromo Community Of Minnesota	http://oromomn.org/

Partnership Resources Inc.	http://www.partnershipresources.org/
Phyllis Wheatley Community Center	http://phylliswheatley.org/
Placement Partners MN, Inc.	http://www.ppmninc.com/
Plaza Latina	http://saintpaulhistorical.com/about/
Positively Minnesota	http://positivelyminnesota.com/
Post 246 James Ballentine Post	http://www.uptownvfw.org/
Post 6208 Prior Lake Post	http://www.vfwpost6208.com/
Project for Pride in Living, Inc.	http://www.ppl-inc.org/
Rasmussen College	http://www.rasmussen.edu/
Reach for Resources	http://reachforresources.org/
Rise	http://www.rise.org/
Saint Paul Public Schools	http://www.spps.org/
Society of Women Engineers - University of Minnesota	http://www.sweumn.com/
Southside Adult Education Center - Adult Education	http://mpsabe.mpls.k12.mn.us/
Southwest Minnesota State University	http://www.smsu.edu/
Summit Academy OIC	http://www.saoic.org/
The Jeremiah Program	http://www.jeremiahprogram.org/
The Salvation Army	http://centralusa.salvationarmy.org/northern/
TSE INC	http://tse-inc.org/
Tubman - Jobs, Education, and Training (JET) & Twin Cities RISE!	http://www.tubman.org/
United Cerebral Palsy of Minnesota	http://www.ucpmn.org/
University of Minnesota Rochester	http://r.umn.edu/
University of Wisconsin - Stout	http://www.uwstout.edu/
Veterans' Employment and Training Service	http://www.dol.gov/vets/
Veterans For Peace - Minnesota	http://www.vfpchapter27.org/
Veterans Services-Washington County	http://www.co.washington.mn.us/
VFW Post #494	http://www.crystalvfw.com/
Vocational Rehabilitation-various	http://www.positivelyminnesota.com/
Wellspring Second Chance Center	http://wellspringmn.org/
Winona State University	http://www.winona.edu/
Women's Advocates, Inc.	http://www.wadvocates.org/
Women's Resource and Action Center	http://www.d.umn.edu/
Women's Resource Center - Augsburg College	http://augsburg.edu/
YWCA of Minneapolis	http://www.ywcampls.org/
YWCA St. Paul	http://www.ywcaofstpaul.org/