

KSKE & KKCH
EEO PUBLIC FILE REPORT
December 1, 2011 – November 30, 2012

The data reported below provides recruitment information for all full-time hires made during the reporting period, along with the recruitment initiatives this station employment unit conducted during this period.

VACANCY LIST: Full-Time Hires

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
Office Manager, Events Coordinator	1 & 3	1
Morning Show Talent-production assistant	1, 3 & 4	1
[Add rows as needed]		

See **Master Recruitment Source List (“MRSL”)** below for recruitment source data

MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred over 12-month period
1	Vail Daily – Classifieds/Human Resources www.vaildaily.com	N	7
2	Summit Daily – Classifieds /Human Resources www.summitdaily.com	N	0
3	NRC365 On-air recruitment In House	N	2
4	Allaccess.com	N	3
5	Colorado Broadcasters Association – Virtual Job Fair – Confirmation letter attached	N	0
6	Lake County Career Fair – Leadville	N	0
7	Summit County High School Job Fair	N	0

TOTAL INTERVIEWEES for all full-time vacancies over 12-month reporting period: 12

RECRUITMENT INITIATIVES

Type of Activity	Brief Description
Internship Program	We hosted a broadcasting journalism major for 8 weeks throughout the summer of 2012. This intern did a myriad of tasks over the course of the 8 weeks.
Virtual Job Fair	The Colorado Broadcaster's Association hosts a Virtual Job Fair Event twice per year, in which they solicit across the state for applicants interested in the field of broadcasting.
Lake County Career Fair – Leadville, Co.	Representative of NRC365 was on hand to distribute job opportunities and job descriptions within the Western Slope Network of offices.
Summit County High School Job Fair	Representative of NRC365 was on hand to distribute job opportunities and descriptions with the Western Slope Network of offices.
[Add additional rows as needed]	

Recruitment Initiative Options

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.