

Amended as of 10/12/17

# KTVZ-TV and KFXO-LD Bend, Oregon

## A. Full-Time Vacancies Filled During Past Year (10/1/16 through 9/30/17)

Job Title: Reporter/Producer	1	FT	Date Filled:	10/12/2016
Job Title: Part time On-Air Tech	2	PT	Date Filled:	11/14/2016
Job Title: Promotions Producer	3	FT	Date Filled:	11/30/2016
Job Title: Account Manager - FOX	4	FT	Date Filled:	12/12/2016
Job Title: News Producer	5	FT	Date Filled:	3/6/2017
Job Title: Sales Assistant	6	FT	Date Filled:	3/6/2017
Job Title: Traffic Coordinator	7	FT	Date Filled:	3/7/2017
Job Title: Technical Director	8	FT	Date Filled:	4/26/2017
Job Title: Account Manager - NBC	9	FT	Date Filled:	5/15/2017
Job Title: News Producer	10	FT	Date Filled:	5/30/2017
Job Title: Sales Intern	11	FT	Date Filled:	6/5/2017
Job Title: Multi Media Journalist	12	FT	Date Filled:	6/5/2017
Job Title: Chief Engineer	13	FT	Date Filled:	6/11/2017
Job Title: News Producer	14	FT	Date Filled:	6/17/2017
Job Title: News Intern	15	FT	Date Filled:	6/26/2017
Job Title: Commercial Producer	16	FT	Date Filled:	7/14/2017
Job Title: IT Engineer	17	FT	Date Filled:	7/26/2017
Job Title: Business Manager	18	FT	Date Filled:	8/14/2017
Job Title: Account Manager - FOX	19	FT	Date Filled:	9/11/2017
Job Title: Account Manager - NBC	20	FT	Date Filled:	9/26/2017

## B. Recruitment/Referral Sources Used to Seek Candidates for Vacancies

Source	Contact Person	Address	Tel #	Referred person hired?
				20
See Attached				

## C. Total Number of Persons Interviewed for All Full-Time Vacancies Filled during the Past Year (this will be a raw number):

119

**D. Total Number of Interviewees for All Full-Time Vacancies Filled during the Past Year per Recruitment/Referral Sources:**

Referral Source	Contact Person	Address	Tel #	Number of Interviewees Referred
On Air Commercial				7
KTVZ.com				16
TV Jobs.com				3
Medialine				
WorkSource - Oregon Employment Office				2
Central Oregon Community College				1
Clackamas Community College				1
University of Oregon				
KOIN-TV				1
ABC17 TV				1
Oregon State University				2
OSU Cascades				
Washington State University				
Arizona State University				
Bates College				
Oregon Association of Broadcasters				
National Association of Broadcasters				
Society of Broadcast Engineers				
TV News Check				
Craigslist.com				5
Indeed.com				44
Facebook				
Spots & Dots				
TV Technology Magazine				
Word of Mouth				
Past interns				2
Unknown				11
Referral Source				17
In House				3
LinkedIn				3
<b>Total</b>				<b>119</b>

**E. Outreach Activities**

**See Attached**

Sources with an asterisk (\*) denote organizations that have requested notification of full-time job vacancies.

## Recruiting posting tracking list

**POSITION:**

Job Opening	Date	Posted to:
Corporate web site		<a href="http://careers.stjoelive.com">careers.stjoelive.com</a>
KTVZ		<a href="http://kivz.com">kivz.com</a>
tvjobs.com		Post on-line at <a href="http://www.tvjobs.com">www.tvjobs.com</a>
Oregon Employment Office		<Denise.A.TAYLOR@oregon.gov>
COCC		<a href="http://www.cocccstudentjobs.com">www.cocccstudentjobs.com</a>
Oregon Media Central		<a href="http://oregonmediacentral.com">oregonmediacentral.com</a>
Medialine		Post on-line at <a href="http://www.medialine.com">www.medialine.com</a>
Arizona State University		Annual job fair
Washington State University		<a href="mailto:communication@wsu.edu">communication@wsu.edu</a>
University of Oregon		<a href="https://career.uoregon.edu/employers">https://career.uoregon.edu/employers</a>
Oregon State University		<a href="http://oregonstate.edu/careers/">oregonstate.edu/careers/</a>
Oregon Association of Broadcasters		<a href="mailto:theoab@theoab.org">theoab@theoab.org</a>
Oregon Film Office		fax to 503-229-6869
Bates College		<a href="mailto:bcdc@bates.edu">bcdc@bates.edu</a>
Clackamas College		<a href="https://www.clackamas.edu/">https://www.clackamas.edu/</a>
Ad Fed		<a href="mailto:director@adfedco.org">director@adfedco.org</a> or <a href="mailto:wendy@smartz.com">wendy@smartz.com</a>
National Association of Broadcasters		<a href="http://nab.org">nab.org</a>
Other (specify)		
Craigslist		<a href="http://www.craigslist.com">www.craigslist.com</a>
Facebook		<a href="https://www.facebook.com/KTVZ21/">https://www.facebook.com/KTVZ21/</a>
Society of Broadcast Engineers Magazine		SBE JobsOnline System
Broadcast Engineering Magazine		<a href="mailto:susan.schaefer@penton.com">susan.schaefer@penton.com</a>
TV Technology Magazine		<a href="mailto:cfreeland@imapub.com">cfreeland@imapub.com</a>
Spots & Dots Magazine		<a href="http://www.spotsndots.com/">http://www.spotsndots.com/</a>
The Bulletin		<a href="mailto:classified3@bendbulletin.com">classified3@bendbulletin.com</a>
LinkedIn.com		<a href="http://www.linkedin.com">LinkedIn.com</a>
Job Thread		<a href="http://lostremole.com">Lostremole.com</a>
KOIN-TV		<a href="http://koin.com">KOIN.com</a>
ABC17-TV		Internal posting
Internal Candidates		Internal posting



### A. Full-Time Vacancy Filled

Job Title: Business Manager

**Job title:**

Job Title:	Business Manager
<b>B. Recruitment/Referral Sources</b> <b>Source</b> <b>Contact</b>	

Address \_\_\_\_\_

Tel#

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led:

8/14/2017

B. Recruitment/Referral Sources		Contact
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Corporate Website

KTVZ.com

Oregon Employment Office

Indeed.com

**Craigslist**

On-Air Co

Facebook

[LinkedIn](#)

Unknown

## References

**In House**

TOTAL

### C. Attachments

\* Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)

\* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

(dated letters, e-mails, taxes etc.)

### E. Outreach Activities

**See Attached**

[illegible]



KTVZ-TV Bend, Oregon						
A. Full-Time Vacancy Filled						
Job Title:	News Intern			Date Filled:	6/26/2017	
B. Recruitment/Referral Sources						
Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Clackamas College				1	1	1
Corporate Website						
KTVZ.com						
TVJobs.com						
Oregon Employment office						
COC						
Medialine						
Washington State University						
University of Oregon						
OSU Cascades Career Fair						
Facebook						
LinkedIn						
Indeed.com						
In House						
Referrals						
Unknown						
TOTAL				1	1	1
<b>C. Attachments</b>						
* Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)						
* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)						
<b>E. Outreach Activities</b>						
See Attached						



KTVZ-TV Bend, Oregon						
A. Full-Time Vacancy Filled						
Job Title:	Producer (3 positions filled)		Date Filled:			
						6/17/2017
						5/30/2017
						3/6/2017
<b>B. Recruitment/Referral Sources</b>						
Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				7	1	
TVJobs.com				5	2	1
Oregon Employment Office						
OAB						
COCC						
KOIN				1	1	
ABC17				1	1	
KRDO				1		
LinkedIn				1		
University of Missouri				2		
Medialine						
University of Oregon						
Oregon State University						
Past Employee				1	1	
Unknown				4	3	
Reference				3	3	2
In House						
TOTAL				26	12	3
<b>C. Attachments</b>						
* Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)						
* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)						
<b>E. Outreach Activities</b>						
		See Attached				



[illegible]

Job Title:	MMJ	Date Filled:	6/5/2017
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Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired

KTUV.com

TVJobs.com

COCC

Medline  
University of Oregon

University of Oregon  
 Oregon State University

Washington State University

Word of Mouth

[illegible]

## In House

	House	TOTAL
1	1	1
2	1	1
3	1	1
4	1	1
5	1	1
6	1	1
7	1	1
8	1	1
9	1	1
10	1	1
11	1	1
12	1	1
13	1	1
14	1	1
15	1	1
16	1	1
17	1	1
18	1	1
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91	1	1
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96	1	1
97	1	1
98	1	1
99	1	1
100	1	1
TOTAL	100	100

### C. Attachments

\* Documentation that job vacancy information was widely disseminated (dates of on-air

announcements, dated copies of all advertisements, community and internet postings, etc.)

Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

[illegible][illegible]

**KTVZ-TV Bend, Oregon**

### A. Full-Time Vacancy Filled

Job Title: Sales Intern

Date Filled:

6/5/2017

B. Recruitment/Referral Sources	
Source	Contact

Corporate Website

KTVZ.com

TVJobs.com

COCC

## Medialine

University of Oregon

## Word of Mouth

Unknown

TV Commercial

Worksource

## Reference

**In House**

NSO

Indeed.com

TOTAL

12

4

1

## C. Attachments

\* Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)

\* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

(dated letters, e-mails, faxes etc.)

## E. Outreach Activities

**See Attached**

### A. Full-Time Vacancy Filled

**Job Title:**

Account Manager NBC

Date Filled:

5/15/2017

### B. Recruitment/Referral Sources

	<b>Contact</b>
	<b>Source</b>

## Address

## #1

Referred

## Interviewed

Referral Hired

Corporate Website

KTVZ.com

TVJobs.com

Oregon Employment Office

Facebook

Indeed.com

## On Air Commercial

Oregon State Univer

LinkedIn

Word of

Unknown

## References

**In House**

TOTAL

25 1

### C. Attachments

- \* Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)
- \* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

## E. Outreach Activities

**See Attached**



**KTVZ-TV Bend, Oregon**

### A. Full-Time Vacancy Filled

Job Title: Traffic Coordinator Date Filled: 3/7/2017

### B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com						
Oregon Employment Office						
COC						
Word of Mouth						
Unknown						
Reference				1	1	1
In House						
TOTAL				1	1	1

### C. Attachments

\* Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)

\* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

## E. Outreach Activities

[illegible]





[illegible]

Job Title: Reporter Producer

Date Filled:

## B. Recruitment/Referral Sources

Referral Hired

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\* Documentation that job vacancy information was widely disseminated (dates of on-air

\* Documentation that job vacancy information was provided to requesting organizations

[illegible]

**See Attached**

[illegible]





**EEO REPORT**  
**NPG of Oregon, LLC**  
**October 1, 2016 – September 30, 2017**

**Other Activities (#16)**

September 2016 – June 2017: Bob Shaw taught Meteorology at Bend Senior High School. It was a two semester class that met 7<sup>th</sup> period, Monday through Friday teaching students to become meteorologists with an emphasis on meteorology careers.

**Career Fairs (#4)**

October 6, 2016: Career Fair; Oregon Youth Challenge Program. Bob Shaw attended  
March 1, 2017: Danette Kelly attended the OSU/COCC Career Fair  
September 26, 2017: Pedro attended a career fair for Big Brothers Big Sisters of Central Oregon

**Educational Institution Activities (#10)**

March 1, 2017: Corporate recruiting at Arizona State University – Nic Moye attended  
March 9, 2017: Corporate recruiting at Kansas State University  
March 9, 2017: Corporate recruiting at University of Kansas  
March 16, 2017: Corporate recruiting at University of Missouri  
May 5, 2017: Hosted the OSU-Cascades Career Crawl. A group of students toured the studio and met with Lee and Danette about Marketing and Communications.