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I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Morning Show / Digital Content Producer		
Open Date: 1/13/2021	1-35	9
Hire Date: 3/1/2021		

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Ability Building Center PO Box 6938 1911 14th Street NW Rochester, Minnesota 55903 Phone: 507-281-6262 Url: www.abcinc.org Fax: 1-507-281-6270 Steven Hill	N	0
2	AccessAbility 360 Hoover Street NE Minneapolis, Minnesota 55413 Phone: 612-331-5958 Url: www.accessability.org Fax: 1-612-331-2448 Laura Hollinger	N	0
3	Adult Client Training Service 802 E Fairview Ave Olivia, Minnesota 56277 Phone: 320-523-5666 Url: www.acts-ability.org Email: kborden@tds.net Fax: 1-320-523-5766 Karen Borden	N	0
4	Adult Training & Habitation Center PO Box 600 Winsted, Minnesota 55395 Phone: 320-485-4191 Url: www.athc.org Email: sdwathc@tds.net Fax: 1-320-485-4763 Steven Wilson	N	0
5	American Indian OIC, Inc 1845 East Franklin Ave Minneapolis, Minnesota 55404 Phone: 612-341-3358 Url: www.aioic.org Email: donc@aioic.org Fax: 1-612-341-3766 Don Clark	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
6	Carver County Workforce Center 602 East Fourth Street Chaska, Minnesota 55318 Phone: 952-361-1711 Email: mrudloff@co.carver.mn.us Fax: 1-952-361-1636 Mary Rudloff	N	0
7	Cedar Valley Services 2111 4th Street NW Austin, Minnesota 55912 Phone: 507-433-2303 Url: www.cedarvalleyservices.org Fax: 1-507-433-8880 Jim Mueller	N	0
8	Central MN Jobs & Training Services 106 Pine Street Monticello, Minnesota 55362 Phone: 763-271-3715 Url: www.mnworkforcecenter.org Email: bchaffee@ngwmail.mn.state.us Fax: 1-763-271-3701 Barb Chaffee	N	0
9	Consultant Referral	N	1
10	Crisis Resource Center 125 West Front Street Owatonna, Minnesota 55060 Phone: 507-451-1202 Url: None Fax: 1-507-455-2891 Sara Colby	N	0
11	Employment Enterprises, Inc PO Box 303 307 NW 9th Ave Little Falls, Minnesota 56345 Phone: 320-632-9251 Url: None Email: eei@upstel.net Fax: 1-320-632-9252 Bryon Quinn	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
12	Fond Du Lac Indian Reservation Human Resources 1720 Big Lake Rd Cloquet, Minnesota 55720 Phone: 218-878-2653 Url: www.fdlrez.com Email: leemain@fdlrez.com Fax: 1-218-878-2683 Lee Main	N	0
13	Goodwill Industries Vocational Enterprises 700 Garfield Ave Duluth, Minnesota 55802 Phone: 218-722-6351 Url: None Fax: 1-218-722-8108 Douglas Werber	N	0
14	Intercultural Mutual Assistance Association 300 11th Avenue NW Rochester, Minnesota 55901 Phone: 507-289-5960 Url: www.imaa.net Email: imaa@imaa.net Fax: 1-507-289-6199 Ron Buzard	N	0
15	Life-Work Planning Center 201 North Broad Street, Suite 100 Union Square Business Center Mankato, Minnesota 56001 Phone: 507-345-1577 Url: www.lwpc.org Fax: 1-507-345-1469 Susan McNamara	N	0
16	Lifetrack Resources 709 University Ave W St Paul, Minnesota 55104 Phone: 651-227-8471 Url: www.lifetrackresources.org Email: leona@lifetrackresources.org Fax: 1-651-227-0621 Leon Axtman	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
17	Mankato Rehabilitation Center, Inc. (MRCI) 15 Map Dr. PO Box 328 Mankato, Minnesota 56002 Phone: 507-386-5600 Url: www.mnwfc.org/rehab/crp/mrciinc.htm Email: mrci@mnic.net Fax: 1-507-345-5991 William Bickett	N	0
18	Minnesota Broadcasters Association 401 North Third Street, Suite 370 Minneapolis, Minnesota 55401 Phone: 612-926-8123 Email: tim.hyde@minnesotabroadcasters.com Tim Hyde	N	0
19	MN Teamsters Service Bureau - Dislocated Workers Program 2829 University Ave. SE Suite 720 Minneapolis, Minnesota 55414 Phone: 612-676-3759 Url: www.mntsb.org Email: Chrisc@mntsb.org Fax: 1-612-676-3748 Christine Chelstrom	N	0
20	National Federation of the Blind MN 100 East 22nd Street Minneapolis, Minnesota 55404 Phone: 612-872-9363 Url: www.blindinc.org Email: info@blindinc.org Fax: 1-612-872-9358 Shawn Mayo	N	0
21	Occupational Development Center, Inc. Highway 32 South Box 730 Thief River Falls, Minnesota 56701 Phone: 218-681-4949 Email: plavalier@odcmn.com Fax: 1-218-681-7635 Peter Lavalier	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
22	Opportunity Services Inc. 1681 West Third Street Red Wing, Minnesota 55066 Phone: 651-578-1329 Url: www.oppserv.org Email: steves@oppserv.org Fax: 1-651-578-2873 Steve Spandl	N	0
23	Pine Habilitation and Supported Employment (PHASE) 106 Main, PO Box 126 Sandstone, Minnesota 55072 Phone: 320-245-2246 Url: none Email: phase@ecenet.com Fax: 1-320-245-0431 Jeannette Kester	N	0
24	Summit Academy OIC 935 Olson Memorial Hwy Minneapolis, Minnesota 55455 Phone: 612-377-0150 Url: www.saoic.org Fax: 1-612-377-0156 Louis King	N	0
25	Tri-County Broadcasting, Inc. 1010 2nd Street North P.O. Box 366 Sauk Rapids, Minnesota 56379 Phone: 320-252-6200 Url: http://www.tricountybroadcasting.com Email: mail@tricountybroadcasting.com Fax: 1-320-252-9367 Carla Jurgens	N	0
26	Upper Midwest American Indian Center 1035 W. Broadway Ave Minneapolis, Minnesota 55411 Phone: 612-522-4436 Url: Coming Soon Email: joyceyellowhammer@yahoo.com Fax: 1-612-522-8855 Gertrude Buckanaga	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
27	Winona ORC Industries, Inc. 1053 E. Mark Street Winona, Minnesota 55987 Phone: 507-452-1855 Url: www.worcind.org Fax: 1-507-452-1857 Bill Harris	N	0
28	Word of Mouth Referral	N	1
29	Workabilities, Inc. 7400 Laurel Ave. Golden Valley, Minnesota 55426 Phone: 763-541-1844 Url: www.workabilities.org Email: BILLLYONS@JUNO.COM Fax: 1-763-541-0415 Bill Lyons	N	0
30	www.660wbhr.com 1010 2nd Street North P.O. Box 366 Sauk Rapids, Minnesota 56379 Phone: 320-252-6200 Carla Jurgens Manual Posting	N	0
31	www.800wval.com 1010 2nd Street North P.O. Box 366 Sauk Rapids, Minnesota 56379 Phone: 320-252-6200 Carla Jurgens Manual Posting	N	0
32	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone: 336-553-0620 Url: http://www.mediagignow.com Email: customerservice@mediagignow.com MediaGigNow.com	N	0
33	www.rockin101.com 1010 2nd Street North P.O. Box 366 Sauk Rapids, Minnesota 56379 Phone: 320-252-6200 Carla Jurgens Manual Posting	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
34	www.thegoatwxyg.com 1010 2nd Street North P.O. Box 366 Sauk Rapids, Minnesota 56379 Phone: 320-252-6200 Carla Jurgens Manual Posting	N	0
35	www.uptown1010.com 1010 2nd Street North P.O. Box 366 Sauk Rapids, Minnesota 56379 Phone: 320-252-6200 Carla Jurgens Manual Posting	N	0
	TOTAL INTERVIEWS OVER REPO	RTING PERIOD:	2

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title	Points
1	Ongoing Event		This young teen has been researching and voicing a weekly music report for several years. In that time this individual has created well over 100 programs. This person is responsible for identifying appropriate topics which relate to each month in Rock history. This intern then does research on the topics which is used to develop the scripts for the shows. Then voices the narrative for these programs under the guidance of station staff, who does the final editing and production. The advancement in this young teen's quality and depth of research is impressive, but this persons major development is in the voice-work. This individual immediately understands and incorporates coaching of his delivery and pronunciations. This person now intuitively knows if the pacing, inflection and energy of this individuals voice is appropriate for that particular moment of the script. The next step forward is mentoring this intern on Adobe Audition and NexGen software, fostering work independence.			1.00
2	Ongoing Event	Establishment of training programs for station personnel	The company needed to modernized its accounting, billing and sales practices so, this individual advancement into accounting/billing assistant was achieved through training with the bookkeeping administrative person and on-line education courses. This additional skill is valued added to the radio stations.	1		1.00

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title	Points
3	Ongoing Event	to assist members of the community	This intern, on a weekly basis, assists to expand the stations music library. In that time this person has received training on NexGen software which allows this individual to work independently in most of the assigned activities. This individual is a P1 listener for several of the radio stations and is an objective monitor of the station's sound.	1		1.00
			However, this individuals biggest contribution to stations is the mentored development of networking and organization skills with respect to station events. Not only did/does this person bring the promotional concepts to our attention, this intern has been instrumental in attracting the vendors and helping with the logistics of these events.			
4	Ongoing Event	Provision of training to management	This person started as an announcer/sales rep/promotions with the stations goal of having this individual reach a level of management with the position of Human Resources and all its responsibilities.	1		1.00
			Advancement into the Human Resources position was achieved by working with the station's local lawyer for understanding of Human Resources duties, responsibilities and the EEO regulations. This also involved modernizing the stations employee manual to reflect changes in emerging media, communication interactions (social media, e-mail, texts) and internet use.			
			Advancement into the Human Resources role included on going training with BroadcastSource1, Minnesota Broadcasters Association and the radio stations local lawyers with respect to compliance of FCC and Minnesota EEO requirements.			

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title	Points
5	Ongoing Event	Establishment of a mentoring program	This person is being trained on several operation functions. These duties include sport event production and announcements, weather reports and programming log production. Traffic log software along with protocal instruction is underway which will include commercial schedule input, daily log creation for all the stations, sales reports, commercial production and billing including both accounts receivable and payable.	1		1.00
Α Ψ						5.00