

Date: 1-10-2024

Memo to:
Lynn Kalagian-Jones
Supervisory EEO Specialist
Investigations & Hearings Division
Enforcement Bureau, Federal Communications Commission

Re: Equal Employment Opportunity (EEO) October 2023 Broadcast EEO Audit.
Attachments referenced and included: Attachment A, B, and C

SM-KXSP, LLC, and a wholly-owned subsidiary of SummitMedia LLC ("Summit") hereby responds to the FCC's October 2023 Audit letter and additional inquiry dated January 8, 2024, directed to the above-referenced station. KXSP is part of a single employment unit with the following stations, each of which is licensed to another wholly-owned subsidiary of Summit: KXSP(AM), Omaha, NE (Fac Id No. 50313), KEZO-FM, Omaha, NE (Fac Id No. 74105), KKCD-FM, Omaha, NE (Fac Id No. 74103), KQCH-FM, Omaha, NE (Fac Id No. 50314) and KSRZ-FM, Omaha, NE (Fac Id No. 50308).

This employment unit currently consists of eighteen (18) full-time employees. Accordingly, Summit hereby responds to each of the applicable lettered paragraphs of the Audit Letter:

2(b):

- (i) Copies of the employment unit's two most recent EEO Public File Reports dated 2/12/2021-1/31/2022 and 2/1/2022 -1/31/2023 are available on KXSP's website at the addresses -- [AM Station KXSP - Additional Documents Subfolder - FCC Public Inspection Files](#)
Copies of the most recent EEO Public File reports are also included in **Attachment A**.
- (ii) Unit website addresses:

KEZO (FM)	https://www.tntradioempire.com/
KKCD(FM)	https://www.classicrock1059.fm/
KSRZ(FM)	https://www.104star.com/
KQCH(FM)	https://www.channel941.com/
KXSP(AM)	https://www.am590espnradio.com/
Corporate	https://www.summitmediacorp.com

- (iii) Unit had 11 full-time positions filled during the reporting period. Included in **Attachment B** is supporting documentation. Copies of all communications announcing the job openings listed in the employment, as reflected in the EEO Public File Reports. Documents are generally organized according to position, as reflected in the EEO Public File Reports.

Sales Account Executive	05/11/2021
VP/General Manager	07/01/2021
Sales Administrative Assistant	10/06/2021
Promotions Manager	10/19/2021
Program Director/On-Air Talent	11/08/2021
Sales Account Executive	11/09/2021
Sales Account Executive	03/29/2022
VP/General Manager	05/17/2022
Sales Account Executive	05/24/2022
Sales Account Executive	12/19/2022
Sales Account Executive	01/04/2023

- (iv) The requested information regarding the total number of interviewees for each vacancy and the referral source for each interviewee is included in **Attachment A** with supporting documentation in **Attachment B**.
- (v) Unit had 7 recruitment initiatives over the time period, with included supporting documentation in **Attachment C**.
- (vi) The unit is not aware of any pending or resolved discrimination complaints filed against the employment unit during the period of time covered by this response.
- (vii) When a station or the employment unit as a whole identify a job need, an initial job description and job advertisement are prepared by the employment unit's VP/Chief People Officer based on consultation with the manager requesting the hire. After completion of the initial job description, the description is sent to the Department Head of the department requesting the hire for review and to determine whether there are any suggested recruitment sources that should be used in addition to Summit's standard sources. Once the Department Head has approved the job description, a job requisition form is submitted to the VP-Finance and VP-Chief People Office, who both oversee the EEO program. The VP-CPO works with the unit's Department Head to notify all recruitment sources. The hiring team reviews applications, schedules and conducts interviews as appropriate. Before making any offer, the Department Head must provide the VP-CPO and the VP Finance with complete documentation of the EEO outreach efforts related to the position. In all job postings, Summit includes a statement confirming that it offers equal employment opportunity to all qualified applicants. Summit also makes

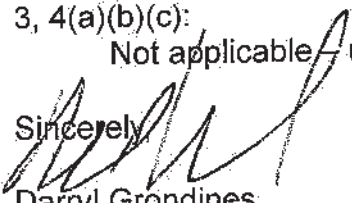
employees aware of its EEO policies through new employee training, including a Policy Manual given to each new hire.

- (viii) SummitMedia and SEU's have conducted self-audits of our EEO policies to review and correct any deficiencies with our recruitment efforts, recruitment sources list, recruitment initiatives, and our public filing process. Participating unit management includes our VP/Chief People Officer, VP/Finance, Payroll and Benefit Specialist, and the SEU Business Manager and General Manager. Leadership met 11-17-2022, 1-19-2023, 3-8-2023, 4-6-2023. Ongoing efforts were established to conduct both 6 month and 11 month self-audit reviews. The unit also engages with its employees to seek feedback on the effectiveness of its recruitment efforts and to seek input with respect to its EEO policies and to identify additional resources to be used in connection with recruitment. Finally, the unit works closely with educational institutions in the community as well as the state broadcast association to both reach out to potential applicants joining the workforce and to ensure Summit's recruiting practices remain germane to the next generation of broadcasters.
- (ix) The unit has implemented a number of policies to analyze the employment unit's pay, benefits, seniority practices, promotions, and selection techniques to ensure that they provide equal opportunity and do not have a discriminatory effect. Summit's employee manual details the company's non-discriminatory measures for pay, benefits, seniority, and promotions. All new employees are given formal performance evaluations after a 180-day training period, and all employees are evaluated verbally on an ongoing basis by their supervisors. Special written evaluations may also be conducted to advise employees of any performance or disciplinary problems. Summit will continue to evaluate and revise these processes as necessary to ensure equal opportunity is provided. Summit is not party to any union agreements at the employment unit.
- (x) Not applicable – unit is not a religious broadcaster.

3, 4(a)(b)(c):

Not applicable. Unit has no time brokerage agreements.

Sincerely,


Darryl Grondines
Senior Vice President Finance
SummitMedia LLC

EEO PUBLIC FILE REPORT

Reporting Period: February 1 2021 – January 31, 2022
Stations Included in Report: KEZO(FM), KKCD(FM), KSRZ(FM), KQCH(FM), KXSP(AM) **List of Recruitment Sources**
 (including the number of interviewees referred during the reporting period)
 * An asterisk next to the name of the source indicates that this source sought to receive notice of vacancies

Code	Recruitment Source	Address	Contact Person	Phone	Number of Interviewees Referred
Common Sources					
C1	Employee referrals				10
C2	Summitmediacorp.com	2700 Corporate Dr, Ste. 115 Birmingham, AL 35242			2
C3	Indeed	6433 Champion Grandview Way Building 1 Austin, TX 78750	Indeed.com		6
C4	LinkedIn	2029 Stierlin Court Mountain View, CA 94043	LinkedIn.com		9
C5	Allaccess		Allaccess.com		2
C6	Radioink		Radioink.com		0
C7	Ramp247		Ramp247.com		2
C8	Internal Candidate				0
C9	In-Person Networking				0
C10	Walk-In Applicant				0
C11	Outside industry referrals				0
Total Number of Interviewees Referred: 31					
L1	Bellevue University				0
L2	College of Saint Mary				0
L3	Creighton University	2500 California Plaza Omaha, NE 68131	Cheri Jackson careercenter@creighton.edu	402-280-2723	0
L4	University of NE at Omaha	6001 Dodge Street Omaha NE 68182	Chris Allen PHD Dr. Sherry Jodean Brownlee callen@unomaha.edu, swilson@unomaha.edu		0
L5	University of NE - Lincoln	230 Nebraska Union Lincoln, NE 68588	Dshannon Seehase careerservices@unl.edu	402-472-7211	0
L6	Radio Advertisements	10714 Mockingbird Drive Omaha, NE 68127	Sales Manager www.summitmediacorp.com	402-592-3333	0
L7	NE Wesleyan University				0
L8	University of NE at Kearney				0

This file was originally uploaded (1/31/22) to Station Information-Additional Documents-Annual EEO Filings. Re-uploaded to correct EEO Reports File when discovered.

I. Full-time Vacancies Filled During the Reporting Period

Job Title	Recruitment Sources Utilized to Fill Vacancy	Recruitment Source for Person Hired (by code number)
Marketing Strategy Lead	L6, C2, C1, C3, C4 handshake?	Code Number: C3 Hire Date: 05/11/21
General Manager	L6, C2, C1, C4, C3	Code Number: C1 Hire Date: 07/01/2021
Business Support Manager	C1, C2, C3, L1, L2, L3, L4, L5	Code Number: C3 Hire Date: 10/06/21
Promotions Director	C2, C1, L1, L2, L3, L4, L5, C5, C6, C7	Code Number: C3 Hire Date: 10/19/21
Program Director/ Operations Manager	C1, C2, C8, C4, C9,C11, C10, C5, C7 L1, L2, L3, L4, L5	Code Number: C1 Hire Date: 11/08/2021
Marketing Strategy Lead	C2, C1, C3, L1, L2, L3, L4, L5, C3	Code Number: C1 Hire Date: 11/09/2021

II. Non-Vacancy Specific Recruitment Efforts During Reporting Period

Initiative	Date / Description / Scope of Involvement
Virtual Job Fair Participation - NBA	7/12/21-7/16/21 Station personnel who have substantial responsibility in the making of hiring decisions participated in the Nebraska Broadcasters Association Virtual Job Fair.
Participated in Career Fair - NBA	8/10/21 Managers who have substantial responsibility in the making of hiring decisions participated in career fair and interacted with attendees at the event.
Participated in Career Fair – Omaha Home for Boys	10/14/21 Station personnel who have substantial responsibility in the making of hiring decisions participated in a nontraditional career fair. Here they spoke with applicants about open positions and the qualifications necessary to fill those positions and answered questions about the opportunities at Summit.

KEZO-FM, KKCD(FM), KSRZ(FM), KQCH(FM), KXSP(AM)
EEO PUBLIC FILE REPORT
February 1, 2022 – January 31, 2023

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
Account Executive (Marketing Strategy Lead)	1-3, 5-6	5
General Manager/VP	8, 10	10
Account Executive (Marketing Strategy Lead)	1-6,10	1
Account Executive (Marketing Strategy Lead)	1-6, 10	2

KEZO-FM, KKCD(FM), KSRZ(FM), KQCH(FM), KXSP(AM)
EEO PUBLIC FILE REPORT
February 1, 2022 – January 31, 2023

II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Indeed Website www.indeed.com	No	8
2	LinkedIn Website www.linkedin.com	No	6
3	Summit Corporate Website www.summitmediacorp.com	No	0
4	Internal Job Posting 6700 Mercy Road #303 Omaha, NE 68106	No	0
5	Employee Referral	No	6
6	Handshake.com 225 Bush St 12th floor San Francisco, CA	No	0
7	Networking Events- Kansas Broadcasting Engineering Academy – General Manager and Chief Engineer attended a two-day Introduction to Radio Engineering, With the goal to network with the other 30 plus attendees. This event was on September 19 th and 20 th 2022	No	0
8	Media Staffing Network <i>(This Network distributes notifications about job openings to numerous recruitment sources.)</i> Kate Glenn kate@mediastaffingnetwork.com 810.357.3096	No	8
9	Walk-In/Self-Referral	No	0
10	Networking Referral General Sales Manager was contacted by a neighbor. That lead to interviews and ultimately SEU extended an offer for employment that was accepted	No	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			29

KEZO-FM, KKCD(FM), KSRZ(FM), KQCH(FM), KXSP(AM)
EEO PUBLIC FILE REPORT
February 1, 2022 – January 31, 2023

III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Participate in Job Fair	From July 11 through 15, 2022, our SEU participated in the Nebraska Broadcasters Association Virtual Job Fair. Our Promotions Director monitored this online event and spoke to interested candidates about the company, career opportunities in radio, and job openings within the SEU. Our SEU also broadcast employment ads on our Stations and posted openings to the careerpage.org.
2	Participate in Job Fair	From October 10 through 14, 2022, our SEU participated in the Nebraska Broadcasting Associations Virtual Job Fair. Our General Sales Manager and Promotions Director monitored this online event and spoke to interested candidates about the company, career opportunities in radio, and job openings within the SEU. Our SEU also broadcast employment ads on our Stations and posted openings to the careerpage.org.
3	Management-level training concerning methods of ensuring equal employment opportunity and preventing discrimination	On January 17, 2023, our SEU’s new General Manager received personalized training about the FCC’s EEO recruitment, recordkeeping, and reporting requirements from a member of the SEU’s communications law firm. Further, the Fletcher, Heald & Hildreth Power Point presentation, <i>The FCC’s EEO Rules</i> was shared with the General Manager to review and use as a reference tool going forward.
4	Participate in event sponsored by or on behalf of an educational institution related to careers in broadcasting	On October 28, 2022, our SEU’s General Sales Manager was invited to participate in Career Day at Lincoln High School in Lincoln, NE., during which he spoke with students in three classes about how radio stations operate and the opportunities available for a future career in broadcasting.




**EEO CHECKLIST
FOR
JOB RECRUITMENT FILE**

A job file should be created for each external job opening. The following items should be included (as applicable) in the job recruitment file and retained until the grant of the application covering the license term:

- Personnel Requisition Form
- Job Description/Job Posting
- Copies of dated General Recruitment Letters, Specific Job Opening Recruitment Letters (and follow-up letters) transmitted to sources
- Completed Interviewed Applicant Referral Source Sheets
- Completed Interviewed Applicants Tracking Log
- Completed Recruitment Sources Contact and Referral Log
- Copy of any newspaper advertisement (check for EOE/M/F clause)
- Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.



EEO Manager

05.11.21

Date file completed

SummitMedia Omaha

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines

Date: 2/08/2021

From: John Walker

Dept: Sales

Job Title of Open Position: Account Manager (1)

Date required: _____ Full Time Part Time _____

Replacement

New Position

Budgeted Yes _____ No

Posting for internal board:

RESPONSIBILITIES:

SummitMedia is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace.

A Marketing Strategy Lead is viewed as the clients' trusted consultant and primary point of contact. As part of a collaborative, team approach, the Marketing Strategy Lead will work with others to develop a strategy consisting of media planning, creative design, research, content development, web administration, and digital media. Building a level of trust and strong understanding of the clients' expectations, priorities, and preferences are essential in building a successful strategy.

Responsibilities for Marketing Strategy Lead

- Uncover leads and contact prospects
- Meet with customers in person, via telephone, email, or video.
- Discuss and identify the business objectives with new and existing clients and provide recommendations for growth and marketing challenges.
- Work with Strategy Team to devise an advertising campaign that meets the client's needs, objectives, and budget
- Present the marketing strategy for approval or modification
- Ensure that all communication flows effectively
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- Deliver presentations
- Meet all sales goals and new business development goals
- Manage CRM and hit key activity metrics

Qualifications for Marketing Strategy Lead

- A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role

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- Excellent organizational skills
- Skilled at creative writing, detail oriented, and collaborative
- Ability to thrive a fast paced environment.
- Must be driven, determined, and goal focused
- Willingness to learn
- Ability to adapt to industry evolution and development
- Ability to use and learn new communication vehicles and technologies
- Ability to work independently or in team environment

If interested in applying for this position, please forward a resume to **SummitMedia Sales Department, Attention: John Walker, 2700 Corporate Drive, Suite 115, Birmingham, Alabama 35242, or forward electronically to michelle.moore@summitmediacorp.com.**

It is the policy of SummitMedia, Inc. to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

Discrimination because of race, color, religion, national origin, age or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

Department Head/Hiring Manager John Walker Date: 2/8/2021

VP/Finance  Date: _____

SummitMedia Marketing Strategy Lead

Overview

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Please send resumes to Careers@SummitMediaCorp.com to apply.

About SUMMITMEDIA LLC

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[Back to all jobs](#)

Marketing Strategy Lead

SummitMedia LLC - Omaha, NE

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Status: Paused



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Details

Created: February 9, 2021

Views: 237

Curated Candidates: 38 total

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Budget

Job Budget: Not sponsored

[Sponsor job](#)

Candidates

Curated Candidates

11

Total (excluding rejected)

38

0 Rejected



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[Choose Assessment](#)

Job Description

Overview

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Job Type: Full-time

Pay: From \$42,000.00 per year

Eric Lotzer

From: LinkedIn Jobs <jobs@linkedin.com>
Sent: Wednesday, April 21, 2021 8:04 AM
To: Omaha Careers
Subject: Marketing Strategist at SummitMedia, LLC has expired



Here's your job posting recap

March 22, 2021



Marketing Strategist

SummitMedia, LLC, Omaha, Nebraska, United States

[Post a new job](#)



11

Total applicants



135

Total viewers

Post another job

More positions to fill? Why not cross that off your to-do list now?

[Post a new job](#) ▶

You received an invitation to connect. LinkedIn will use your email address to make suggestions to our members in features like People You May Know. [Unsubscribe](#)
This email was sent to Omahacareers@summitmediacorp.com.
If you need assistance or have questions, please contact [LinkedIn Customer Service](#).

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#4510808 Marketing Strategy Lead - Omaha

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Job [Preview job posting \(/jobs/4510808/edit?initial_page=4\)](#)

Applicants

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[Review 5 Applicants \(/jobs/4510808/applications\)](#)

[Duplicate job \(/jobs/4510808/duplicate?job_id=4510808\)](#)

[View profiles and download application documents.](#)

Job Roles

[Edit](#)

Based on the text of your job description, we identified these Job Roles as most applicable. If you think they do not apply, you may edit them.

Market Research Analysts and Marketing Specialists

School	Applications	Last Update	Status	Comments
College of Saint Mary	0	Expired a month ago	Expired	0
Creighton University	2	Expired a month ago	Expired	0
Nebraska Wesleyan University	0	Expired a month ago	Expired	0
University of Nebraska at Kearney	0	Expired a month ago	Expired	0
University of Nebraska at Omaha	0	Expired a month ago	Expired	0
University of Nebraska-Lincoln	0	Expired a month ago	Expired	0

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 **Marketing Strategy Lead - Omaha**
(/employers/71558) **SUMMITMEDIA LLC** (/employers/71558)

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About this Job

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Send resumes to Omahacareers@summitmediacorp.com (mailto:Omahacareers@summitmediacorp.com)

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Location

Omaha, Nebraska, United States

Compensation

TYPE

Paid

PAY RATE

Not Specified

DURATION

Permanent

Company Details

COMPANY SIZE

250 - 1,000 employees

INDUSTRY

Advertising, PR & Marketing industry

COMPANY TYPE

Unknown

HEADQUARTERS

2700 Corporate Drive, Suite 115 Birmingham, Alabama 35242, United States of America

WEBSITE

<http://www.summitmediacorp.com/>

SOCIAL MEDIA

<https://www.facebook.com/SummitMediaCorp>

(No Twitter Listed)

<https://www.linkedin.com/company/summitmedia-llc/about/>

Employer Preferences

ALLOWED SCHOOL YEARS

Eric Lotzer

From: Rozalyn Bredow <rozalyn.bredow@urbanleagueneb.org>
Sent: Tuesday, February 23, 2021 2:07 PM
To: Eric Lotzer
Subject: Re: Summit Media Job Posting

Hello Eric,

Yes, I am that person. It's easy to send a request for Assess. Please go to www.urbanleagueneb.org and click on jobs to submit a request.

I look forward to working with Summit Media.

Thank you

From: Eric Lotzer <eric.lotzer@summitmediacorp.com>
Sent: Tuesday, February 23, 2021 2:02 PM
To: Rozalyn Bredow <rozalyn.bredow@urbanleagueneb.org>
Subject: Summit Media Job Posting

Hi Rozalyn,

I am reaching out to you because I am wondering if you would be the person to contact about posting a job on your job board that we are currently interviewing for?

The job is for selling radio ads as an Account Executive for beginner and post grad positions available.

If you could let me know I would appreciate it.

Thank You,
Eric

Eric Lotzer | Business Manager
Summit Media | 10714 Mockingbird Drive | Omaha, NE 68127
Ph: (531) 710-1116 | **Email:** eric.lotzer@summitmediacorp.com



Eric Lotzer

From: Jim Timm <jim@ne-ba.org>
Sent: Tuesday, March 9, 2021 9:24 AM
To: Eric Lotzer
Subject: RE: Summit Media Omaha Marketing Strategy Lead

Eric,

This is now posted. Great to know you are hiring again – another sure sign of the coming recovery.

Regards,

Jim

From: Eric Lotzer <eric.lotzer@summitmediacorp.com>
Sent: Tuesday, March 9, 2021 9:19 AM
To: Jim Timm <jim@ne-ba.org>
Subject: Summit Media Omaha Marketing Strategy Lead

Good Morning Jim,

We are currently hiring again which is great news!

Could you please post this to the website?

Let me know if you need anything else.

Thank You,
Eric


Eric Lotzer | Business Manager
Summit Media | 10714 Mockingbird Drive | Omaha, NE 68127
Ph: (531) 710-1116 | Email: eric.lotzer@summitmediacorp.com



Offutt AFB Job Board

File Edit View Insert Format Slide Arrange Tools Add-ons Help

Background Layer Theme Transition



SummitMedia is looking for a skilled **Marketing Strategy Lead** that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace. A Marketing Strategy Lead is viewed as the clients' trusted consultant and primary point of contact. As part of a collaborative, team approach, the Marketing Strategy Lead will work with others to develop a strategy consisting of media planning, creative design, research, content development, web administration, and digital media. Building a level of trust and strong understanding of the clients' expectations, priorities, and preferences are essential in building a successful strategy.

- Qualifications for Marketing Strategy Lead**
 - A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role.
 - Excellent communication and interpersonal skills
 - Ability to handle multiple accounts
 - Ability to engage with other team members and show initiative in a positive manner
 - Excellent organizational skills
 - Skilled at creative writing, detail oriented, and collaborative
 - Ability to thrive in a fast-paced environment.
 - Must be driven, determined, and goal focused
 - Ability to adapt to industry evolution and development
 - Ability to use and learn new communication vehicles and technologies
 - Ability to work independently or in team environment
- Responsibilities for Marketing Strategy Lead**
 - Uncover Leads and contact prospects
 - Meet with customers in person, phone, email or video
 - Discuss and identify the business objectives with new and existing clients and provide recommendations for growth and marketing challenges.
 - Work with Strategy Team to devise an advertising campaigns that meets the clients' needs, objective, and budget.
 - Present the marketing strategy for approval or modification
 - Ensure that all communication flows effectively
 - Maintain budgets and manage campaign costs and invoices.
 - Analyze and communicate the effectiveness of campaigns
 - Act as a liaison for clients and Strategy Team, including scheduling meetings
 - Deliver Presentations
 - Meet all sales goals and new business development goals
 - Manage CRM and hit key activities
 - Salary**
From \$42,000 a year
 - Job Type**
Full-time

Please send resumes to omahacareers@summitmediacorp.com to apply.



INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]				A	M	Y													
LAST				FIRST			M												

2. DATE

03	18	21
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Marketing Strategy Lead

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) Kate Maguire
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE)
- COMMUNITY ORGANIZATION _____
- OTHER _____



INTERVIEWED APPLICANTS TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in our organization (via telephone or in-person). Identify all applicants by name, referral source and disposition of the candidate's application. This form should be maintained in the Job Recruitment File. **This data is for purposes of tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment or employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: Marketing Strategy Lead

Name of Department: Sales

Person Preparing This Report: Eric Lotzer

Location: OMAHA, NE

Date Prepared: 5/10/21

Name/Title of Hiring Manager: Kate Maguire

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
2/24/21	Keith [REDACTED]	LinkedIn	1
3/10/21	Kristen [REDACTED]	LinkedIn	1
3/9/21	Josie [REDACTED]	Indeed	2
3/23/21	Alex [REDACTED]	Indeed	1
4/01/21	Clay [REDACTED]	Indeed	1
4/29/21	Robert [REDACTED]	Summit Website	1
03/18/21	Amy [REDACTED]	Employee Referral/Kate Maguire	1
4/29/21	Bob [REDACTED]	LinkedIn	1
5/05/21	Amber [REDACTED]	LinkedIn	1

**** DISPOSITION**

1. Interviewed, no offer
2. Interviewed, offer extended, and hired
3. Interviewed, offer extended, but rejected



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Omaha Marketing Strategy lead

FULL-TIME OR PART-TIME: FULL-TIME **DATE:** 05/11/21

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

1. Radio advertisement	00
2. SummitMedia Website	01
3. Employee Referral	01
4. Indeed	03
5. LinkedIn	04

DATE POSITION WAS FILLED: 05/11/21

REFERRAL SOURCE OF APPLICANT HIRED: Indeed

(<https://summitmediacorp.com>)

◀ JOB OPENINGS

Marketing Strategy Lead - Omaha

Marketing Strategy Lead

Overview

SummitMedia is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace.

A Marketing Strategy Lead is viewed as the clients' trusted consultant and primary point of contact. As part of a collaborative, team approach, the Marketing Strategy Lead will work with others to develop a strategy consisting of media planning, creative design, research, content development, web administration, and digital media. Building a level of trust and strong understanding of the clients' expectations, priorities, and preferences are essential in building a successful strategy.

Responsibilities for Marketing Strategy Lead

- Uncover leads and contact prospects
- Meet with customers in person, via telephone, email, or video.
- Discuss and identify the business objectives with new and existing clients and provide recommendations for growth and marketing challenges.
- Work with Strategy Team to devise an advertising campaign that meets the client's needs, objectives, and budget
- Present the marketing strategy for approval or modification
- Ensure that all communication flows effectively
- Maintain budgets and manage campaign costs and invoices
- Analyze and communicate the effectiveness of campaigns
- Act as a liaison for clients and Strategy Team, including scheduling meetings.
- Deliver presentations
- Meet all sales goals and new business development goals
- Manage CRM and hit key activity metrics

Qualifications for Marketing Strategy Lead

- A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role
- Excellent communication and interpersonal skills
- Ability to handle multiple accounts
- Ability to engage with other team members and show initiative in a positive manor

- Excellent organizational skills
- Skilled at creative writing, detail oriented, and collaborative
- Ability to thrive a fast-paced environment.
- Must be driven, determined, and goal focused
- Willingness to learn
- Ability to adapt to industry evolution and development
- Ability to use and learn new communication vehicles and technologies
- Ability to work independently or in team environment

Send resumes to Omahacareers@summitmediacorp.com
(<mailto:Omahacareers@summitmediacorp.com>)

About SUMMITMEDIA LLC

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing, and events company focused on compelling local brands, powerful personalities, and meaningful marketing solutions.

It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination. Discrimination because of race, color, religion, national origin, age, or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

Position Closes:

◀ RETURN

[ABOUT US \(HTTPS://SUMMITMEDIACORP.COM/ABOUT\)](https://summitmediacorp.com/about)
[OUR STATIONS \(HTTPS://SUMMITMEDIACORP.COM#STATIONS\)](https://summitmediacorp.com#stations)
[LISTEN ONLINE \(HTTPS://SUMMITMEDIACORP.COM#LISTEN_ONLINE\)](https://summitmediacorp.com#listen_online)
[CONTACT US \(HTTPS://SUMMITMEDIACORP.COM/CONTACT_US\)](https://summitmediacorp.com/contact_us)
[OUR DIGITAL ADVANTAGE \(HTTPS://SUMMITMEDIACORP.COM/OUR_DIGITAL_ADVANTAGE\)](https://summitmediacorp.com/our_digital_advantage)
[EMPLOYMENT \(HTTPS://SUMMITMEDIACORP.COM/EMPLOYMENT\)](https://summitmediacorp.com/employment)
[PRESS RELEASES \(HTTPS://SUMMITMEDIACORP.COM/PRESS\)](https://summitmediacorp.com/press)
[PRIVACY POLICY \(HTTPS://SUMMITMEDIACORP.COM/SECTION/PRIVACY-POLICY\)](https://summitmediacorp.com/section/privacy-policy)
[VISITOR AGREEMENT \(HTTPS://SUMMITMEDIACORP.COM/SECTION/VISITOR-AGREEMENT\)](https://summitmediacorp.com/section/visitor-agreement)
[OFFICIAL RULES \(HTTPS://SUMMITMEDIACORP.COM/SECTION/OFFICIAL-RULES\)](https://summitmediacorp.com/section/official-rules)
[EEO REPORT \(HTTPS://SUMMITMEDIACORP.COM/SECTION/EEO\)](https://summitmediacorp.com/section/eo)



**EEO CHECKLIST
FOR
JOB RECRUITMENT FILE**

A job file should be created for each external job opening. The following items should be included (as applicable) in the job recruitment file and retained until the grant of the application covering the license term:

X Personnel Requisition Form

X Job Description/Job Posting

X Copies of dated General Recruitment Letters, Specific Job Opening Recruitment Letters (and follow-up letters) transmitted to sources

X Completed Interviewed Applicant Referral Source Sheets

X Completed Interviewed Applicants Tracking Log

X Completed Recruitment Sources Contact and Referral Log

X Copy of any newspaper advertisement (check for EOE/M/F clause) n/a

X Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.

Michelle Moore
EEO Manager

7/8/2021
Date file completed

SummitMedia LLC

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines

Date: 05/20/21

From: Eric Lotzer

Dept: Sales Omaha

Job Title of Open Position: General Manager

Date required: ASAP

Full Time X

Part Time

X Replacement

New Position

Budgeted X Yes _____ No

Posting for internal board:

Private radio group seeks General Manager:

SummitMedia LLC has an opening for an aggressive, goal oriented and knowledgeable General Manager for a successful radio cluster located in Omaha, Nebraska. If you have a winning attitude, proven track record of growing revenue, a passion for radio sales excellence and a desire to be a partner on a winning team, then this is the opportunity for you.

This is a rare opportunity with tremendous growth potential. Three plus years of radio general manager experience is recommended.

Please forward resumes to Michelle.Moore@summitmediacorp.com It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age, or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training, and termination. Discrimination because of race, color, religion, national origin, age, or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

Department Head/Hiring Manager _____ Date: _____

General Manager _____ Date: _____



5/20/21



MEDIA
Market President/General Manager

SummitMedia, LLC, a multimedia company with broadcasting, digital, events, and video brands across multiple markets will be growing our team in the future – we are looking for an aggressive, goal-oriented, and knowledgeable Market President (General Manager) to oversee our successful broadcast and digital brands.

If you have a winning attitude, proven track record of growing revenue, a passion for local media and advertising sales excellence as well as a desire to be the leader of a winning team, then this is the opportunity for you.

You should be a passionate problem-solver who enjoys being a hands-on manager that is visible with our clients and in the community. At SummitMedia, we empower and celebrate our employees, encouraging creativity and innovation. Reach out today to learn more about joining our leadership team.

What You'll Bring:

- 3+ years of local media sales management or general management experience
- Proven success at the sales leadership level, with both traditional and digital media brands
- Experience building positive internal culture as well as strong client and community relationships

What We Offer:

- Competitive compensation with base and bonus opportunities
- A growing group of media brands with a positive team environment
- Best training and resources in the business
- Medical, Dental & Vision, 401K, Vacation & Holiday time

Interested parties should reach out to careers@summitmediacorp.com.

All inquiries and conversations will be confidential.

Not a traditional job-seeker? That's OK, we still want to connect with you!

About SummitMedia, LLC

[SummitMedia, LLC](#) is an integrated broadcasting, digital media, direct marketing and events company. We have markets and brands across the U.S.

[Join Our Team!](#)

It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age, or sex.

ADP | John Cougar - Jack & Diane | General Manager Jobs, Employm... | +

indeed.com/q-General-Manager-1-Omaha,-NE-jobs.html

Apps logo ADP GroupAccess Plan Resource Cent... WebASAP Certified Payroll Pro... SummitMedia Unishippers - 3PL F... Log In | The Standard Reading list

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new

General Manager (GM) of Food and Beverage--Sports Bar
EHPV Management Group 2.0★
Omaha, NE

From \$100,000 a year

➤ Easily apply ⚡ Responsive employer

◦ We are looking for remarkable individuals to join our organization--proven track record in building teams, providing the best customer service, and ability to

Be the first to see new General Manager jobs in Omaha, NE

Email address

Activate

By creating a job alert, you agree to our [Terms](#). You can change your consent settings at any time by unsubscribing or as detailed in our terms.

Type here to search

Address 84°F 2:34 PM 7/8/2021

ADP | John Cougar - Jack & Diane | SummitMedia, LLC hiring Gener... | linkedin.com/jobs/view/general-manager-at-summitmedia-llc-2560334799 | ADP | GroupAccess | Plan Resource Cent... | WebASAP | Certified Payroll Pro... | SummitMedia | Unishippers - 3PL F... | Log In | The Standard | Reading list

Jobs | General Manager | Marietta, GA | Sign in

General Manager

SummitMedia, LLC · Omaha, NE
1 month ago · Be among the first 25 applicants
See who SummitMedia, LLC has hired for this role
No longer accepting applications

Direct message the job poster from SummitMedia, LLC

Jenn Davis
Digital Marketing Specialist

SummitMedia LLC has an opening for an aggressive, goal oriented and knowledgeable General Manager for a successful radio cluster located in Omaha, Nebraska. If you have a winning attitude, proven track record of growing revenue, a passion for radio sales excellence and a desire to be a partner on a winning

Show more

- Customer Success Manager, Enterprise
WP Engine
Omaha, NE
6 days ago
- Associate Network Quality Optimization Specialist
Verizon Media
Omaha, NE
10 hours ago
- Design Studio Spc/Home Stylist, Regency Court-Pottery Barn
Pottery Barn
Omaha, NE
8 hours ago
- Insurance Sales Agent (Lincoln NE)
American National Agent Careers
Omaha, NE
6 days ago
- Reseller Account Manager, Sr.
WP Engine
Omaha, NE

Type here to search | Address | 84°F | 2:33 PM 7/8/2021



INTERVIEWED APPLICANTS TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in our organization (via telephone or in-person). Identify all applicants by name, referral source and disposition of the candidate’s application. This form should be maintained in the Job Recruitment File. **This data is for purposes of tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment or employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: GM Name of Department: G&A

Person Preparing This Report: M MOORE Location: OMAHA

Date Prepared: 7/8/21 Name/Title of Hiring Manager: J WALKER

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
	JIM [REDACTED]	AD	1
	RM [REDACTED]	AD	1
	THOMAS [REDACTED]	AD	1
	MIKE [REDACTED]	AD	1
	CAL [REDACTED]	AD	1
	RICK [REDACTED]	REFERRAL	2

- ** DISPOSITION**
1. Interviewed, no offer
 2. Interviewed, offer extended, and hired
 3. Interviewed, offer extended, but rejected



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Omaha GM FULL-TIME OR PART-TIME: FULL-TIME DATE: 7/8/2021

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

1. Radio advertisement	00
2. SummitMedia Website	00
3. Employee Referral	01
4. LinkedIn Ad	05

DATE POSITION WAS FILLED: 07/01/2021

REFERRAL SOURCE OF APPLICANT HIRED: Referral

SUMMIT MEDIA

← JOB OPENINGS

General Manager - Omaha

SummitMedia LLC has an opening for an aggressive, goal oriented and knowledgeable General Manager for a successful radio cluster located in Omaha, Nebraska. If you have a winning attitude, proven track record of growing revenue, a passion for radio sales excellence and a desire to be a partner on a winning team, then this is the opportunity for you.

This is a rare opportunity with tremendous growth potential. Three plus years of radio general manager experience is recommended.

Please forward resumes to Careers@SummitMediaCorp.com

It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age, or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training, and termination.

Discrimination because of race, color, religion, national origin, age, or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate ag

Position Closed:



Jasmine
Thompson



**EEO CHECKLIST
FOR
JOB RECRUITMENT FILE**

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- Job Description/Job Posting
- Copies of dated General Recruitment Posts, Letters, Specific Job Opening Recruitment Letters (and follow-up letters) transmitted to sources
- Completed Interviewed Applicant Referral Source Sheets
- Completed Interviewed Applicants Tracking Log
- Completed Recruitment Sources Contact and Referral Log
- Copy of any newspaper advertisement (check for EOE/M/F clause) *N/A*
- Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.


EEO Manager

9/28/2021
Date file completed

SummitMedia

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines
From: Rick Parrish

Date: 8/13/2021

Dept: Sales

Job Title of Open Position: Business Support Manager

Full Time

Part Time

Replacement

New Position

Budgeted Yes No

Posting for internal board:

Business Support Manager

Overview

- (i) SummitMedia is looking for a Business Support Manager. The Business Support Manager is both client facing and internal support. BSM will manage the workflow and sales processes ensuring that client expectations are met. Will learn and become an expert at using the tools, and technologies that support Sales and Marketing teams. BSM will assist in building reports, proposals and research that are used by salespeople and sales managers. The Business Support Manager is part of the company's account strategy and sales process. Omaha, NE cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

(ii)

Responsibilities for Business Support Manager

- Oversee the sales funnel
- Manage sales automation tools
- Manage CRM
- Work with Sales leadership to develop organizational goals
- Manage sales work flow
- Identify and eliminate bottlenecks in the sales process
- Proof, edit and approve sales orders to insure they meet company standards and client expectations
- Produce sales materials

Qualifications for Business Support Manager

- Business Acumen

- Organizational Skills
- Excellent eye for details
- Ability to easily learn sales software
- Proficient with all Microsoft Office software
- Ability to multitask and problem solve
- Ability to hit hard deadlines
- Good communication skills to share findings.
- Positive attitude
- Skilled at writing and editing.

If interested send your material to:
Careers.Omaha@summitmediacorp.com

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This job will be posted internally on the office bulletin boards and the SummitMedia websites. If you need additional sources, please notify the Controller's office.

General Manager

Rick Paul

Date:

8/13/2021

a

⊙

8/13/21

Business Support Manager

Overview

SummitMedia is looking for a Business Support Manager. The Business Support Manager is both client facing and internal support. BSM will manage the workflow and sales processes ensuring that client expectations are met. Will learn and become an expert at using the tools, and technologies that support Sales and Marketing teams. BSM will assist in building reports, proposals and research that are used by salespeople and sales managers. The Business Support Manager is part of the company's account strategy and sales process. Omaha, NE cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

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- Skilled at writing and editing.

If interested send your material to:
Careers.Omaha@summitmediacorp.com

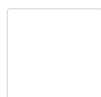
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Business Support Manager

i This preview no longer accurately represents the candidate experience

You can still use this preview to see that your information has been entered correctly, but due to changes in the candidate-facing experience, it's no longer 100% reflective. We'll be working to update this preview in the future to match the current experience.



Business Support Manager SUMMITMEDIA LLC (/employers/71558)

(/employers/71558)

📍 Omaha, Nebraska, United States

👤 Full-Time Job

💰 Paid

🏢 Advertising, PR & Marketing

👥 250 - 1,000 employees

🗣️ No on-campus interviews



Applications close on Oct 01 **i**

Apply



Job Description

Business Support Manager

Overview

SummitMedia is looking for a Business Support Manager. The Business Support Manager is both client facing and internal support. BSM will manage the workflow and sales processes ensuring that client expectations are met. Will learn and become an expert at using the tools, and technologies that support Sales and Marketing teams. BSM will assist in building reports, proposals and research that are used by salespeople and sales managers. The Business Support Manager is part of the company's account strategy and sales process. Omaha, NE cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

Responsibilities for Business Support Manager

-
- Oversee the sales funnel
- Manage sales automation tools
- Manage CRM
- Work with Sales leadership to develop organizational goals
- Manage sales workflow
- Identify and eliminate bottlenecks in the sales process
- Proof, edit and approve sales orders to insure they meet company standards and client expectations
- Produce sales materials



Share Job



(https://www.acctok.com/initial_page=4)Article? u=https://www.joinhandshake.com/jobs/5264829/edit?initial_page=4&initial_page=4

Delete

Save

Qualifications for Business Support Manager

- Business Acumen
- Organizational Skills
- Excellent eye for details
- Ability to easily learn sales software
- Proficient with all Microsoft Office software
- Ability to multitask and problem solve
- Ability to hit hard deadlines
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About SUMMITMEDIA LLC

Headquarters
2700 Corporate Drive, Suite 115 Birmingham, Alabama 35242, United States of A...

Website
www.summitmediacorp.com (http://www.summitmediacorp.com/)

Division
Omaha

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing and events company focused on compelling local brands, powerful personalities and meaningful marketing solutions.

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Job title

Edit

Business Support Manager

Company

Edit

SummitMedia LLC

Job location

Edit

10714 Mockingbird Drive
Omaha, NE 68127

Visible on job post: Yes

Remote work allowed: Temporarily due to COVID-19

Advertising location

Omaha, NE 68127

Pay and Benefits

Edit

\$10.00 - \$38.00 per hour

Benefits: 401(k), 401(k) matching, Dental insurance, Disability insurance, Health insurance, Life insurance, Paid time off, Vision insurance

Job Type

Edit

Full-time

Job description

Edit

Business Support Manager

Overview

SummitMedia is looking for a Business Support Manager. The Business Support Manager is both client facing and internal support. BSM will manage the workflow and sales processes ensuring that client expectations are met. Will learn and become an expert at using the tools, and technologies that support Sales and Marketing teams. BSM will assist in building reports, proposals and research that are used by salespeople and sales managers. The Business Support Manager is part of the company's account strategy and sales process. Omaha, NE cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

Responsibilities for Business Support Manager

- Oversee the sales funnel
- Manage sales automation tools
- Manage CRM
- Work with Sales leadership to develop organizational goals
- Manage sales workflow
- Identify and eliminate bottlenecks in the sales process
- Proof, edit and approve sales orders to insure they meet company standards and client expectations
- Produce sales materials

Qualifications for Business Support Manager

- Business Acumen
- Organizational Skills
- Excellent eye for details
- Ability to easily learn sales software
- Proficient with all Microsoft Office software
- Ability to multitask and problem solve
- Ability to hit hard deadlines
- Good communication skills to share findings.
- Positive attitude
- Skilled at writing and editing.

It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

Discrimination because of race, color, religion, national origin, age or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

All customers and employees are required to wear a mask when in the building, outside their personal work space.

 0 photos/videos

Applicant qualifications

[Edit](#)

Application questions

You have requested that Indeed ask candidates the following questions:

Will you be able to reliably commute or relocate to Omaha, NE 68127 for this job?

What is the highest level of education you have completed?

How many years of Microsoft Office experience do you have?

How many years of Sales experience do you have?

Please list 2-3 dates and time ranges that you could do an interview.

Are you authorized to work in the United States?

Skills tests

Customer service manager

Language

[Edit](#)

English

Expected Hiring Date

[Edit](#)

2 to 4 weeks

Hires Needed

[Edit](#)

1

Schedule

[Edit](#)

8 hour shift, Day shift, Monday to Friday

Application settings

[Edit](#)

Apply method: **Email**

Send updates to: **careers.omaha@summitmediacorp.com,**
kate.maguire@summitmediacorp.com

Employer Assist: **10 days**

Do you want applicants to submit a resume? **Optional**

Do you want to let applicants start the conversation? **Yes**

Job Budget

[Sponsor this job for more candidates](#)

By clicking "Confirm", you agree to candidates appearing in your dashboard based on the preferences you've selected above. You also agree to our [Indeed Terms of Service](#).

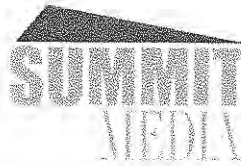
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INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]				T				O				O				O			
LAST				FIRST				M											

2. DATE

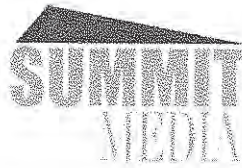
23	9	21
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Business Support Manager

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) _____
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) Indeed _____
- COMMUNITY ORGANIZATION _____
- OTHER _____



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1. NAME

[REDACTED]				W	S	A	M	I	A	M										
LAST				FIRST												M				

2. DATE

10	8	21
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Business Support Manager

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) Josie Vate
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) _____
- COMMUNITY ORGANIZATION _____
- OTHER _____



INTERVIEWED APPLICANTS TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in your organization, (via telephone or in person). Identify all applicants by name, referral source and disposition of the candidate's application. This form should be maintained in the Job Recruitment File. **This data is for purposes if tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: Business Support Manager

Name of Department:

Person Preparing This Report: Kate Maguire

Location: Omaha

Date Prepared: 9/27/21

Name/Tile of Hiring Mgr: Kate Maguire

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
9/23/21	Kim [REDACTED]	Internal (AE)	1.
8/16/21	William [REDACTED]	Josie Vote (AE)	1.
9/10/21	Jasmine [REDACTED]	Indeed	2.
8/23/21	Todd [REDACTED]	Indeed	1.

**** DISPOSITION**

1. Interviewed, no offer
2. Interviewed, offer extended, and hired
3. Interviewed, offer extended, but rejected



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Business Support Manager **FULL-TIME PART-TIME:** Full-Time **DATE:** 9/28/2021

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

1. SummitMedia, LLC Website	0
2. Joinhandshake.com	0
3. Internal Referrals	2
4. Indeed.com	2

DATE POSITION WAS FILLED: 9/23/21

REFERRAL SOURCE OF APPLICANT HIRED: Indeed

SUMMIT MEDIA

← JOB OPENINGS

Business Support Manager- Omaha

Overview

SummitMedia is looking for a Business Support Manager. The Business Support Manager is both client facing and internal support. BSM will manage the workflow and sales processes ensuring that client expectations are met. Will learn and become an expert at using the tools, and technologies that support Sales and Marketing teams. BSM will assist in building reports, proposals and research that are used by salespeople and sales managers. The Business Support Manager is part of the company's account strategy and sales process. Omaha, NE cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

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- Skilled at writing and editing.

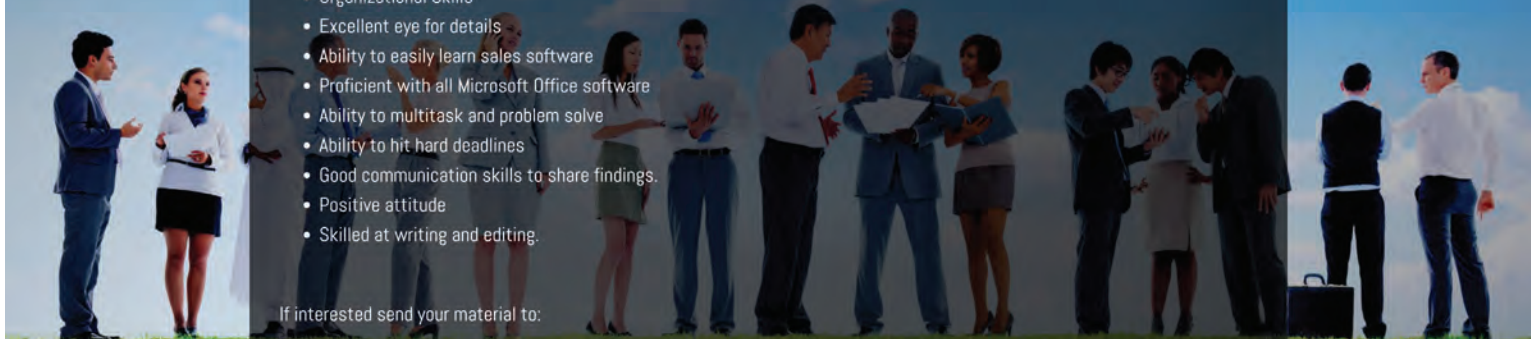
If interested send your material to:

Careers.Omaha@summitmediacorp.com

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Position Closes: 09/30/2021



Talent

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EMPLOYMENT
PRESS RELEASES

PRIVACY POLICY
VISITOR AGREEMENT
OFFICIAL RULES
EEO REPORT

QUALIFICATION

Targeted schools

 Expired (5)

School	Status	Applications	Comments	Ap
Bellevue University	Expired	0	0	8/
College of Saint Mary	Expired	0	0	8/
Creighton University	Expired	0	0	8/
University of Nebraska at Omaha	Expired	1	0	8/
University of Nebraska-Lincoln	Expired	0	0	8/

← Jobs (/jobs)

Business Support Manager

Job #5264829 • Created 8/27/2021 by Virginia Kelley • **Expired 10/1/2021**

Edit
(/jobs/5264829/edit)

More Actions ▾

Details (/jobs/5264829) Schools (/jobs/5264829/schools) Matches (/jobs/5264829/matches)

Basic Information

Locations

Omaha, Nebraska, United States

Compensation

Paid

Duration

Permanent

Job Roles

Edit

Based on the text of your job description, we identified these Job Roles as most applicable. If you think they do not apply, you may edit them. Learn more (https://support.joinhandshake.com/hc/en-us/articles/360033423494)

Advertising Sales Agents

Job Description

Edit
(/jobs/5264829/edit?initial_page=1)

Business Support Manager

Overview

SummitMedia is looking for a Business Support Manager. The Business Support Manager is both client facing and internal support. BSM will manage the workflow and sales processes ensuring that client expectations are met. Will learn and become an expert at using the tools, and technologies that support

Expand

Preferences

[Edit](#)[\(/jobs/5264829/edit?initial_page=2\)](/jobs/5264829/edit?initial_page=2)

Graduation Date

No Graduation Date set

School Years

No School Year preference set

Majors

No Major preference set

GPA

No GPA preference set

Work Authorization

US work authorization is required

Company Details

Industry

Advertising, PR & Marketing

Headquarters Location

2700 Corporate Drive, Suite 115 Birmingham,
Alabama 35242, United States of America

Size

250 - 1,000 employees

Website

<http://www.summitmediacorp.com/>
(<http://www.summitmediacorp.com/>)

Social Media

<https://www.linkedin.com/company/summitmedia-llc/about/>
(<https://www.linkedin.com/company/summitmedia-llc/about/>)
<https://www.facebook.com/SummitMediaCorp>
(<https://www.facebook.com/SummitMediaCorp>)

On Campus Interviews

You have no on-campus interviews scheduled for this job.

Attachments

No attachments yet

New Attachment (</jobs/5264829/attachments/new>)

Labels

Add label

Create new label

Notes

View and add notes

Tracking Code

No tracking code added

Applicant Package Recipients

Will be listed as "Contacts" for Universities

Virginia Kelley

Sandy Corcoran



**EEO CHECKLIST
FOR
JOB RECRUITMENT FILE**

A job file should be created for each external job opening. The following items should be included (as applicable) in the job recruitment file and retained until the grant of the application covering the license term:

- Personnel Requisition Form
- Job Description/Job Posting
- Copies of dated General Recruitment Posts, Letters, Specific Job Opening Recruitment Letters (and follow-up letters) transmitted to sources
- Completed Interviewed Applicant Referral Source Sheets
- Completed Interviewed Applicants Tracking Log
- Completed Recruitment Sources Contact and Referral Log
- Copy of any newspaper advertisement (check for EOE/M/F clause) *N/A*
- Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.

EEO Manager

9/28/2021
Date file completed

SummitMedia

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines
From: Rick Parrish

Date: 8/13/2021
Dept: Promotion

Job Title of Open Position: Promotion Director

Full Time Part Time

Replacement
 New Position

Budgeted Yes No

Posting for internal board: Promotion Direction

SummitMedia is looking for an experienced Promotion Director. The ideal candidate has a proven track record of promotion success. SummitMedia puts a high value on strategy, creativity, entertainment, and innovation.

KEY RESPONSIBILITIES:

- (i) Develop original concepts, scripts, ideas, and pitches that are compelling and reflect each brand's strategy, brand voice, and feel relevant to each brand's audience. The Omaha Cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.
- (ii) Develop an annual promotional calendar with the Operations Manager and Program Director's direction to achieve market objectives and drive digital and terrestrial consumption while following the budget.
- (iii) Collaborate with the programming and market leadership to develop and execute all facets of promotions and marketing
- (iv) Demonstrate technical marketing skills and product knowledge of all station in the Omaha cluster
- (v) Managing the areas of the promotions department, which include image, appearances, station merchandising, and community and public relations
- (vi) Manage part-time staff by scheduling events, projects, social content, etc.
- (vii) Collaborate with the sales staff to develop and execute promotions for clients
- (viii) Develop client promotional proposals for sales staff
- (ix) Develop creative and compelling on-air contests
- (x) Work with outside vendors to execute marketing programs and initiatives
- (xi) Create and implement revenue-generating programs and contests
- (xii) Assist in the development and management of website content
- (xiii) Manage station mobile app content, active functions, and promotion plan to increase downloads and listener engagement
- (xiv) Develop and build strong relationships within the community that result in enhanced station visibility, brand recognition, and promotional partnerships that align with and grow the target audience
- (xv) Attend staff meetings
- (xvi) Creatively and consistently implement the programming strategy

- (xvii) Set up and breakdown of promotional setups used for on-site promotion events
- (xviii) Maintain knowledge of current FCC (and other appropriate governmental agencies) regulations, ensuring compliance and protection of station licenses.
- (xix) Interact with listeners, co-workers, and station clients in a professional manner
- (xx) Act as liaison between the promotions and programming, sales and market leadership
- (xxi) Will coordinate with staff in the setup and maintenance of equipment while working live or remote broadcasts
- (xxii) Maintain listener databases and send weekly and monthly station e-blasts as directed
- (xxiii) Maintain professional competency, knowledge, and skills through a commitment to continuing professional development and training
- (xxiv) Carry out all other duties assigned to Employee by Company

If interested send your material to:
 Careers.Omaha@summitmediacorp.com

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This job will be posted internally on the office bulletin boards and the SummitMedia websites. If you need additional sources, please notify the Controller's office.

Department Head/Hiring Manager _____ Date: _____

General Manager Rich Paul Date: 8/13/2021

8/13/21

SummitMedia is looking for a Promotion Director to lead our Omaha, NE cluster. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer! You will manage all brand promotion-related activity in Omaha, NE cluster, including but not limited to the following formats: Sports, AC, Rock, Top 40, and more.

About us:

SummitMedia Omaha, NE is KQCH-FM, KXSP-AM, KKCD-FM, KEZO-FM, and KSRZ-FM, an integrated broadcasting, digital media, direct marketing, and events company.

What You'll Do:

- Work closely with Programming, sales, and market leadership to implement the brand strategy creatively and consistently
- ensure station positioning/branding is reflected in all marketing, promotions, and digital media
- Manage the execution for all local contracts
- Develop & execute brand and sales promotions
- Act as liaison between programming and sales in the management of client expectations
- Work closely with the EVP to ensure all contests and promotions meet company requirements/guidelines
- Maintain knowledge of current FCC (and other appropriate governmental agencies) regulations, ensuring compliance and protection of station licenses.
- Assist with brand development in conjunction with specific Brand Content Leaders, PD, OM, and Market President
- Work with Brand and Content Leaders on marketing budgets for all stations
- Assist with client/partnership development in conjunction with General Sales Manager, Market President, PD, and OM
- Execute workflow strategy to ensure that both Programming and Sales are utilizing systems and software to their ability
- Attend sales meetings, client meetings, station meetings as needed
- Manage all areas of the promotions department, which includes brand image, appearances, station merchandising, community and public relations, and build critical market relationships

The "MUST-HAVE skills" list:

- Self-starter with the ability to work independently, from home, and multi-task
- Maintain professional competency, knowledge, and skills through a commitment to continuing professional development and training
- Organizational and detail skills
- Communicate effectively with both staff and leadership and demonstrated external oral and written communication skills
- Experience using Microsoft Word, PowerPoint, and Excel
- Knowledge of promotion software, including but not limited to Zipwhip (mobile contesting), Aptivada (web contesting and user-generated content engine), and vPromotion (promotion management software)
- Night or weekend work
- Three years' experience executing radio promotion and marketing campaigns

Send resume and any other related materials to: careers.omaha@summitmediacorp.com

best years as a company. Their promotions are well deserved and I can't wait to see what they will accomplish in the future."

Robin Palmer, SMACKsongs' Chief Creative Officer, remarked, "When Shane and I started working together almost 15 years ago, we could only dream of SMACK with such a great team. Congrats and thanks to Lee, Jeremy, Sam and Carly for continuing to build a great place for songwriters. That's what it's all about." [Krabel, Sarno, Sater photos: **Ford Fairchild**; Groves photo: **Emma Delevante**]



Amazing Opportunities



- Cox Media Group's heritage News-Talk outlet **WSB Radio/Atlanta** has a rare APD opening. WSB Director of Branding & Programming **Drew Anderssen** is actively looking for a killer News-Talk APD to help him lead one of the biggest stations in the nation. WSB is a monster brand in Atlanta with huge ratings and two Marconi nominations this year. This is truly a career-changing position for the right person, possibly you. Interested candidates should apply via the [CMG careers site](#).



- SummitMedia has two major opportunities available in its Omaha group: 1) Director of Programming & Operations, and 2) Promotion Director.
- The Director of Programming & Operations will have operational oversight of the cluster and also serve day-to-day Program Director of Top 40 **KQCH (Channel 94.1)**. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer! Qualified pros are urged to send your impressive audio and resume

to: careers.omaha@summitmediacorp.com.

- The Promotion Director will manage all brand promotion-related activity for the Omaha, NE cluster, which also includes Active Rock **KEZO (Z92)**, Classic Rock **105.9 KKCD**, AC **KSRZ (Star 104.5)** and ESPN affiliate **KXSP-AM 590**. Sound good? Email your resume and any other related materials to this oddly familiar address: careers.omaha@summitmediacorp.com. EOE.

Promotions Director – Omaha

By **Classified** - August 24, 2021

SummitMedia is looking for a Promotion Director to lead our Omaha, NE cluster. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer! You will manage all brand promotion-related activity in Omaha, NE cluster, including but not limited to the following formats: Sports, AC, Rock, Top 40, and more.

About us:

SummitMedia Omaha, NE is KQCH-FM, KXSP-AM, KKCD-FM, KEZO-FM, and KSRZ-FM, an integrated broadcasting, digital media, direct marketing, and events company.

What You'll Do:

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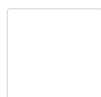
Send resume and any other related materials to: careers.omaha@summitmediacorp.com

Classified

Promotions Director

i This preview no longer accurately represents the candidate experience

You can still use this preview to see that your information has been entered correctly, but due to changes in the candidate-facing experience, it's no longer 100% reflective. We'll be working to update this preview in the future to match the current experience.



Promotions Director SUMMITMEDIA LLC (/employers/71558)

- (/employers/71558) Omaha, Nebraska, United States
- Full-Time Job
- Paid
- Advertising, PR & Marketing
- 250 - 1,000 employees
- No on-campus interviews



Applications close on Oct 01 **i**

Apply



Job Description

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Share Job



(https://www.summitmedia.com/.../Promotions-Director-Article?initial_page=0) https://www.summitmedia.com/.../Promotions-Director-Article?initial_page=0

Delete

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- company requirements/guidelines
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About SUMMITMEDIA LLC

Headquarters

2700 Corporate Drive, Suite 115 Birmingham, Alabama 35242, United States of A...

Website

www.summitmediacorp.com (<http://www.summitmediacorp.com/>)

Division

Omaha

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing and events company focused on compelling local brands, powerful personalities and meaningful marketing solutions.

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🔍

PROMOTIONS DIRECTOR NEEDED IN OMAHA

Moderators: [shawnski](#), [jdenver](#), [mpaulsen68](#)

Forum rules
 You can only post the job opening once in any 24 hour period. Please print your job opening for EOE records. Job openings will remain visible for 14 days. Do not post in this forum if you are looking for work. Please, go to Situations Wanted to post your availability.
No voiceover, voicetracking, or other business plugs, please!

1 post • Page 1 of 1

tomoakes

ONLINE

PROMOTIONS DIRECTOR NEEDED IN OMAHA

Thu Aug 26, 2021 2:17 pm

SummitMedia is looking for a Promotion Director to lead our Omaha, NE cluster. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer! You will manage all brand promotion-related activity in Omaha, NE cluster, including but not limited to the following formats: Sports, AC, Rock, Top 40, and more.

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 SummitMedia Omaha, NE is KQCH-FM, KXSP-AM, KKCD-FM, KEZO-FM, and KSRZ-FM, an integrated broadcasting, digital media, direct marketing, and events company.

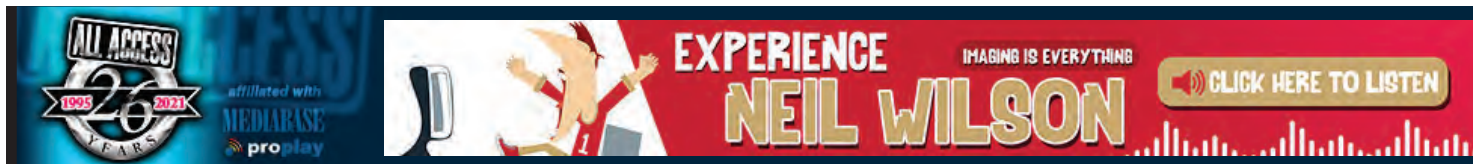
- What You'll Do:**
- Work closely with Programming, sales, and market leadership to implement the brand strategy creatively and consistently
 - ensure station positioning/branding is reflected in all marketing, promotions, and digital media

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- Charts

requirements/guidelines

- Maintain knowledge of current FCC (and other appropriate governmental agencies) regulations, ensuring compliance and protection of station licenses.
- Assist with brand development in conjunction with specific Brand Content Leaders, PD, OM, and Market President
- Work with Brand and Content Leaders on marketing budgets for all stations
- Assist with client/partnership development in conjunction with General Sales Manager, Market President, PD, and OM
- Execute workflow strategy to ensure that both Programming and Sales are utilizing systems and software to their ability
- Attend sales meetings, client meetings, station meetings as needed
- Manage all areas of the promotions department, which includes brand image, appearances, station merchandising, community and public relations, and build critical market relationships

The "MUST-HAVE skills" list:

- Self-starter with the ability to work independently, from home, and multi-task
- Maintain professional competency, knowledge, and skills through a commitment to continuing professional development and training
- Organizational and detail skills
- Communicate effectively with both staff and leadership and demonstrated external oral and written communication skills
- Experience using Microsoft Word, PowerPoint, and Excel
- Knowledge of promotion software, including but not limited to Zipwhip (mobile contesting), Aptivada (web contesting and user-generated content engine), and vPromotion (promotion management software)
- Night or weekend work
- Three years' experience executing radio promotion and marketing campaigns

Send resume and any other related materials to:

careers.omaha@summitmediacorp.com



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INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]				C	H	R	I	S	T	O	P	H	E	R			
LAST				FIRST											M		

2. DATE

09	10	2021
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Promotions Director

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) _____
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) All Access.com
- COMMUNITY ORGANIZATION _____
- OTHER _____



INTERVIEWED APPLICANTS TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in your organization, (via telephone or in person). Identify all applicants by name, referral source and disposition of the candidate's application. This form should be maintained in the Job Recruitment File. **This data is for purposes if tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: Promotions Director

Name of Department: Promotion

Person Preparing This Report: Rick Parrish

Location: Omaha

Date Prepared: 9/27/2021

Name/Tile of Hiring Mgr: Rick Parrish

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
9/14/21	Adam [REDACTED]	Nathan James	1
9/14/21	Sandy [REDACTED]	Nathan James	2
9/10/21	Christopher [REDACTED]	AllAccess.com	1

**** DISPOSITION**

1. Interviewed, no offer
2. Interviewed, offer extended, and hired
3. Interviewed, offer extended, but rejected



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Promotions Director **FULL-TIME PART-TIME:** Full-Time **DATE:** 9/27/2021

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

1. SummitMedia, LLC Website	0
2. JoinHandshake.com	0
3. Internal Referrals	2
4. Allaccess.com	1
5. Radioink.com	0
6. Ramp247.com	0

DATE POSITION WAS FILLED: 9/27/21

REFERRAL SOURCE OF APPLICANT HIRED: Employee Referral

(<https://summitmediacorp.com>)

◀ JOB OPENINGS

Promotion Director -Omaha

SummitMedia is looking for a Promotion Director to lead our Omaha, NE cluster. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer! You will manage all brand promotion-related activity in Omaha, NE cluster, including but not limited to the following formats: Sports, AC, Rock, Top 40, and more.

About us:

SummitMedia Omaha, NE is KQCH-FM, KXSP-AM, KKCD-FM, KEZO-FM, and KSRZ-FM, an integrated broadcasting, digital media, direct marketing, and events company.

What You'll Do:

- Work closely with Programming, sales, and market leadership to implement the brand strategy creatively and consistently
- ensure station positioning/branding is reflected in all marketing, promotions, and digital media
- Manage the execution for all local contracts
- Develop & execute brand and sales promotions
- Act as liaison between programming and sales in the management of client expectations
- Work closely with the EVP to ensure all contests and promotions meet company requirements/guidelines
- Maintain knowledge of current FCC (and other appropriate governmental agencies) regulations, ensuring compliance and protection of station licenses.
- Assist with brand development in conjunction with specific Brand Content Leaders, PD, OM, and Market President
- Work with Brand and Content Leaders on marketing budgets for all stations
- Assist with client/partnership development in conjunction with General Sales Manager, Market President, PD, and OM
- Execute workflow strategy to ensure that both Programming and Sales are utilizing systems and software to their ability
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- Three years' experience executing radio promotion and marketing campaigns

Send resume and any other related materials to: careers.omaha@summitmediacorp.com

Position Closes:

◀ RETURN

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[LISTEN ONLINE \(HTTPS://SUMMITMEDIACORP.COM#LISTEN_ONLINE\)](https://summitmediacorp.com#listen_online)

[CONTACT US \(HTTPS://SUMMITMEDIACORP.COM/CONTACT_US\)](https://summitmediacorp.com/contact_us)

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[VISITOR AGREEMENT \(HTTPS://SUMMITMEDIACORP.COM/SECTION/VISITOR-AGREEMENT\)](https://summitmediacorp.com/section/visitor-agreement)

Jobs

Promotions Director

Job #5264936 • Created 8/27/2021 by Virginia Kelley • Expired 10/1/2021

Details Schools Matches Applicants (0)

Basic Information

Locations

Omaha, Nebraska, United States

Compensation

Paid

Duration

Permanent

Label

Add label
Create

Note

View note

Job Roles

Based on the text of your job description, we identified these Job Roles as most applicable. If you think they do not apply, you may edit them. [Learn more](#)

Edit

Advertising and Promotions Managers Marketing Managers

Track

No track

Apply

Will be

Virginia

Job Description

Edit

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Expand

Targeted schools

Search for a school

Expired (5)

School	Status	Applications	Comments	Apply Start
Bellevue University	Expired	0	0	8/27/21
College of Saint Mary	Expired	0	0	8/27/21
Creighton University	Expired	0	0	8/27/21
University of Nebraska at Omaha	Expired	0	0	8/27/21
University of Nebraska-Lincoln	Expired	0	0	8/27/21




Victor K

**EEO CHECKLIST
FOR
JOB RECRUITMENT FILE**

A job file should be created for each external job opening. The following items should be included (as applicable) in the job recruitment file and retained until the grant of the application covering the license term:

- Personnel Requisition Form
- Job Description/Job Posting
- Copies of dated General Recruitment Posts, Letters, Specific Job Opening Recruitment Letters (and follow-up letters) transmitted to sources
- Completed Interviewed Applicant Referral Source Sheets
- Completed Interviewed Applicants Tracking Log
- Completed Recruitment Sources Contact and Referral Log
- Copy of any newspaper advertisement (check for EOE/M/F clause) *N/A*
- Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.



EEO Manager

11/4/2021

Date file completed

SummitMedia

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines
From: Rick Parrish

Date: 8/13/2021
Dept: Programming

Job Title of Open Position: Program Director/Operations Manager

Full Time

Part Time

Replacement

New Position

Budgeted Yes No

Posting for internal board: Program Direction/Operations Manager

SummitMedia is looking for an experienced PD/OM. The ideal candidate has a proven track record of ratings success. SummitMedia puts a high value on strategy, creativity, entertainment, and innovation.

- (i) Proactively influence our culture, leading by example in demonstrating discipline, collaboration, empowerment, innovation, and creativity.
- (ii) Partner with the EVP of Programming and format specific Brand and Content Leaders, on strategy, goals, and execution for the Omaha, NE cluster – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.
- (iii) Contribute to long term planning, vision implementation, strategy execution, prioritization, and team communication—influencing product and financial success, achieving goals and results with integrity and excellence.
- (iv) Daily on-air shift
- (v) Weekend Voice Track
- (vi) Develop and produce on-demand content
- (vii) Responsible for day-to-day programming activities of Omaha, NE cluster. Including content, promotions, and branding. Maintain consistency and the integrity of all streams, on-demand content, digital assets, and social media.
- (viii) Ensure music and imaging are targeted to the station's audience, including music and promo scheduling, air talent coaching, and scheduling.
- (ix) Manage music direction, developing and maintaining song lists, and proper daily rotations using the designated music scheduling software.
- (x) Research and brand understanding for all stations under your purview. This includes but is not limited to, key insights, target audience, market position, and adjustments needed to keep the brand strong and the product best in class.
- (xi) Measure and evaluate marketing effectiveness utilizing Nielsen market data.
- (xii) Communicate and partner with the Market Manager on the station position and promotional and revenue-generating strategies.
- (xiii) Ensure operational processes and structures are meeting our needs.

- (xiv) Maintain knowledge of current FCC (and other appropriate governmental agencies) regulations, ensuring compliance and protection of station licenses.
- (xv) Provide external leadership, representing Summit Media while cultivating cross-functional communication that contributes to the company's goals, objectives, and strategies.
- (xvi) Develop and build strong relationships within the community that result in enhanced station visibility, brand recognition, and promotional partnerships that align with and grow the target audience
- (xvii) Regularly participate in and make appearances at promotional events, and concerts
- (xviii) Attendance at staff meetings
- (xix) Carrying out all other duties assigned to Employee by Summit Media.

If interested send your material to:
 Careers.Omaha@summitmediacorp.com

It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination. Discrimination because of race, color, religion, national origin, age or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

This job will be posted internally on the office bulletin boards and the SummitMedia websites. If you need additional sources, please notify the Controller's office.

Department Head/Hiring Manager _____ Date: _____

General Manager

Rick Paul Date: 8/13/2021

a
 @
 8/12/21

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 - A community manager/social media practitioner

- PROGRAMMING
 - Knowledge and understanding of Nielsen
 - Knowledge of RCS GSelector
 - Knowledge of Wide Orbit
 - The ability to craft and follow a strategy
 - A strong work ethic

- PEOPLE SKILLS
 - Communicate effectively with both staff and leadership
 - Ability to create an environment that benefits everyone in it, contributing to the overall success
 - Willingness to extend your influence to make a positive difference in our industry
 - Ability to work and lead within a active team
 - Ability to coach and grow others
 - Ability to attract high performers

Send audio sample and resume to: careers.omaha@summitmediacorp.com



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DIRECTOR OF PROGRAMMING/KQCH PROGRAM DIRECTOR

Moderators: [shawnski](#), [jdenver](#), [mpaulsen68](#)

Forum rules

You can only post the job opening once in any 24 hour period. Please print your job opening for EOE records. Job openings will remain visible for 14 days. Do not post in this forum if you are looking for work. Please, go to Situations Wanted to post your availability. No voiceover, voicetracking, or other business plugs, please!

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tomoakes



DIRECTOR OF PROGRAMMING/KQCH PROGRAM DIRECTOR

Thu Aug 26, 2021 2:15 pm

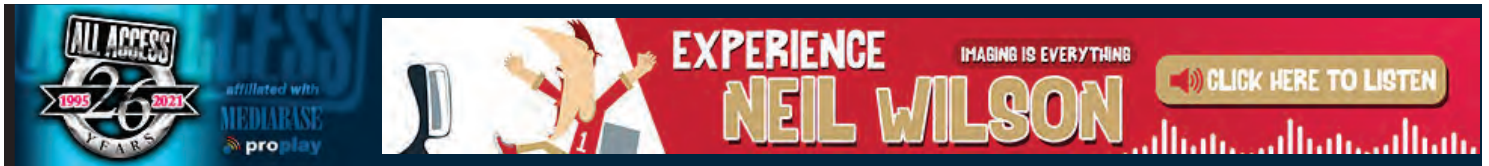
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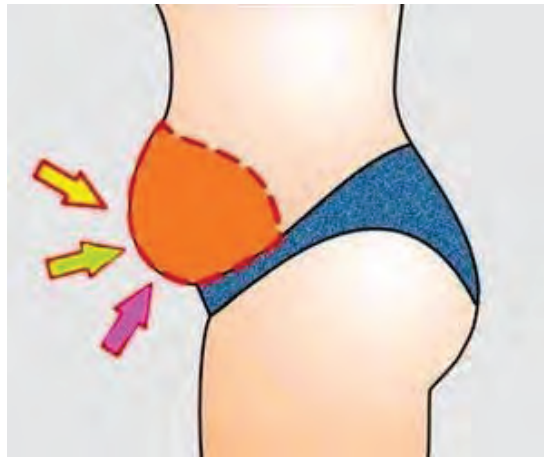
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- Net Talk
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Director of Programming & Operations

i This preview no longer accurately represents the candidate experience

You can still use this preview to see that your information has been entered correctly, but due to changes in the candidate-facing experience, it's no longer 100% reflective. We'll be working to update this preview in the future to match the current experience.



Director of Programming & Operations

SUMMITMEDIA LLC (/employers/71558)

(/employers/71558)

📍 Omaha, Nebraska, United States

📅 Full-Time Job

💰 Paid

🏢 Advertising, PR & Marketing

👥 250 - 1,000 employees

🗣️ No on-campus interviews



Applications close on Oct 01 **i**

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Job Description

SummitMedia is looking for a Director of Programming and Operations to lead our Omaha, NE cluster and KQCH Program Director. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer!

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 - o Willingness to extend your influence to make a positive difference in our industry
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About SUMMITMEDIA LLC

Headquarters
2700 Corporate Drive, Suite 115 Birmingham, Alabama 35242, United States of A...

Website
www.summitmediacorp.com (http://www.summitmediacorp.com/)

Division
Omaha

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing and events company focused on compelling local brands, powerful personalities and meaningful marketing solutions.

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RE: SummitMedia - Omaha Ad

Ads - Inside Radio <ads@insideradio.com>

Fri 8/27/2021 11:55 AM

To: Virginia Kelley <virginia.kelley@summitmediacorp.com>

[Here's what the live ad will look like online:](#)

Director of Programming and Operations



Director of Programming and Operations

Updated 1 min ago

SummitMedia is looking for a Director of Programming and Operations to lead our **Omaha, NE** cluster and serve as Program Director for KQCH.

This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer!

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Send audio sample and resume to: careers.omaha@summitmediacorp.com

From: Virginia Kelley <virginia.kelley@summitmediacorp.com>

Sent: Friday, August 27, 2021 11:37 AM

To: ads@insideradio.com
Subject: SummitMedia - Omaha Ad
Importance: High

Hi Gene,

Thank you so much for the help. I am attaching the word doc for the ad. Title of position is Director of Programming and Operations.

Option One - three day posting to begin Monday 8/30/2021.

Let me know if you need anything else.

Virginia Kelley

Business Manager

SummitMedia LLC- Springfield/Omaha

virginia.kelley@summitmediacorp.com

Office: 417-447-1624 Cell 417-830-4055

Director of Programming and Operations – Omaha

By **Classified** - August 22, 2021

SummitMedia is looking for a Director of Programming and Operations to lead our Omaha, NE cluster and KQCH Program Director. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer!

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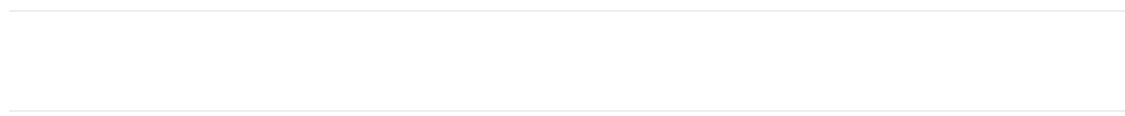
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- PEOPLE SKILLS
 - o Communicate effectively with both staff and leadership
 - o Ability to create an environment that benefits everyone in it, contributing to the overall success
 - o Willingness to extend your influence to make a positive difference in our industry
 - o Ability to work and lead within a active team
 - o Ability to coach and grow others
 - o Ability to attract high performers

Send audio sample and resume to: careers.omaha@summitmediacorp.com



Classified

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INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	C	A	L	C	B										
LAST					FIRST										M				

2. DATE

9	18	21
MONTH	DAY	YEAR

3. POSITION APPLYING FOR: PD / OPS OMAHA

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

	NAME OF INDIVIDUAL/ENTITY
<input type="checkbox"/> SCHOOL	
<input type="checkbox"/> AGENCY/RECRUITER	
<input type="checkbox"/> EMPLOYEE REFERRAL	
<input type="checkbox"/> OUTSIDE/INDUSTRY REFERRAL	
<input type="checkbox"/> INTERNAL CANDIDATE	
<input checked="" type="checkbox"/> ADVERTISEMENT/WEBSITE	SUMMIT WEBSITE / JOBS
<input type="checkbox"/> COMMUNITY ORGANIZATION	
<input type="checkbox"/> UNSOLICITED/WALK IN	
<input type="checkbox"/> OTHER	



INTERVIEWED

APPLICANTS

TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in your organization, (via telephone or in person). Identify all applicants by name, referral source and disposition of the candidate's application. This form should be maintained in the Job Recruitment File. **This data is for purposes of tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: KQCH PROGRAM Name of Department Programming
DIRECTOR/OMAHA
OPERATIONS MANAGER

Person Preparing This Report: RICK THOMAS Location: OMAHA

Date Prepared: 10/8/2021 Name/Title of Hiring Mgr: RICK THOMAS

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
8/24/21 9/30/21	Victor [REDACTED]	Employee Referral	Interviewed, Intend to offer 2
8/18/21	Kobe [REDACTED]	AllAccess.com	Interviewed, no offer 1
8/27/21	Paul [REDACTED]	Ramp247.com	Interviewed, no offer 1
10/7/21	Ryan [REDACTED]	Employee Referral	Interviewed, no offer 1
10/6/21	Rex [REDACTED]	Radio INK	Interviewed, no offer 1
9/18/21	Caleb F [REDACTED]	Summit Website	Interviewed, no offer 1

- ** DISPOSITION**
1. Interviewed, no offer
 2. Interviewed, offer extended, and hired
 3. Interviewed, offer extended, but rejected



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Program Director KQCH /Operations Manager Omaha

FULL-TIME OR PART-TIME: FULL-TIME **DATE:** 11/4/2021

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

C1 – Employee Referral	2
C2 - Internal Candidate	
C3 – SummitMedia Website	1
C5 – LinkedIn.com	
C7 – In Person Networking	
C8 – Outside/Industry Referral	
C9 – Unsolicited Walk In	
C10- AllAccess.com	1
Ramp 247 Radio Ink	2

DATE POSITION WAS FILLED:

REFERRAL SOURCE OF APPLICANT HIRED: Employee Referral (C1)

(<https://summitmediacorp.com>)

◀ JOB OPENINGS

Director of Programming and Operations- Omaha

SummitMedia is looking for a Director of Programming and Operations to lead our Omaha, NE cluster and KQCH Program Director. This opening is for a proven professional who LOVES music, is passionate about radio, and is an excellent executer!

About us:

SummitMedia Omaha, NE – KQCH-FM / KXSP-AM / KKCD-FM / KEZO-FM / KSRZ-FM – is an integrated broadcasting, digital media, direct marketing, and events company.

The “MUST-HAVE skills” list:

- ON-AIR
 - A positive attitude and a winning air personality
 - An air check that demonstrates effective and disciplined show prep
 - The talent to entertain and engage
 - The aptitude to execute topical, in-the-moment content
 - The ability to communicate to consumers in an authentic way
 - A community manager/social media practitioner

- PROGRAMMING
 - Knowledge and understanding of Nielsen
 - Knowledge of RCS GSelector
 - Knowledge of Wide Orbit
 - The ability to craft and follow a strategy
 - A strong work ethic

- PEOPLE SKILLS
 - Communicate effectively with both staff and leadership?
 - Ability to create an environment that benefits everyone in it, contributing to the overall success
 - Willingness to extend your influence to make a positive difference in our industry
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 - Ability to attract high performers

Send audio sample and resume to: Careers.omaha@summitmediacorp.com
(mailto:Careers.omaha@summitmediacorp.com)

Position Closes: 09/30/2021

◀ RETURN

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LISTEN ONLINE ([HTTPS://SUMMITMEDIACORP.COM#LISTEN_ONLINE](https://summitmediacorp.com#listen_online))

CONTACT US ([HTTPS://SUMMITMEDIACORP.COM/CONTACT_US](https://summitmediacorp.com/contact_us))

OUR DIGITAL ADVANTAGE ([HTTPS://SUMMITMEDIACORP.COM/OUR_DIGITAL_ADVANTAGE](https://summitmediacorp.com/our_digital_advantage))

EMPLOYMENT ([HTTPS://SUMMITMEDIACORP.COM/EMPLOYMENT](https://summitmediacorp.com/employment))

PRESS RELEASES ([HTTPS://SUMMITMEDIACORP.COM/PRESS](https://summitmediacorp.com/press))

PRIVACY POLICY ([HTTPS://SUMMITMEDIACORP.COM/SECTION/PRIVACY-POLICY](https://summitmediacorp.com/section/privacy-policy))

VISITOR AGREEMENT ([HTTPS://SUMMITMEDIACORP.COM/SECTION/VISITOR-AGREEMENT](https://summitmediacorp.com/section/visitor-agreement))

OFFICIAL RULES ([HTTPS://SUMMITMEDIACORP.COM/SECTION/OFFICIAL-RULES](https://summitmediacorp.com/section/official-rules))

EEO REPORT ([HTTPS://SUMMITMEDIACORP.COM/SECTION/EEO](https://summitmediacorp.com/section/eEO))



**EEO CHECKLIST
FOR
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- Completed Interviewed Applicant Referral Source Sheets
- Completed Interviewed Applicants Tracking Log
- Completed Recruitment Sources Contact and Referral Log
- Copy of any newspaper advertisement (check for EOE/M/F clause) *N/A*
- Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.



EEO Manager

10/20/2021

Date file completed

SummitMedia Omaha

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Groncines

Date: 8/13/2021

From: Rick Parrish

Dept: Sales

Job Title of Open Position: Account Manager (1)

Date required: _____ Full Time Part Time _____

Replacement
 New Position

Budgeted Yes _____ No

Posting for internal board:

RESPONSIBILITIES:

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Responsibilities for Marketing Strategy Lead

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Qualifications for Marketing Strategy Lead

A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role

- Excellent communication and interpersonal skills
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- Excellent organizational skills
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- Ability to thrive in a fast paced environment.
- Must be driven, determined, and goal focused
- Willingness to learn
- Ability to adapt to industry evolution and development
- Ability to use and learn new communication vehicles and technologies
- Ability to work independently or in team environment

If interested in applying for this position, please forward a resume to **SummitMedia Sales Department, Attention: Rick Parrish, 6700 Mercy Rd. #303, Omaha, NE 68106**, or forward electronically to careers.omaha@summitmediacorp.com.

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Discrimination because of race, color, religion, national origin, age or sex is prohibited. If you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

Department Head/Hiring Manager *Rick Parrish* Date: 8/13/2021

VP/Finance *OK* Date: _____

(D)
8/12/21

Marketing Strategy Lead, Omaha NE

Overview

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About SUMMITMEDIA LLC

Headquarters

2700 Corporate Drive, Suite 115 Birmingham, Alabama 35242, United States of A...

Website

www.summitmediacorp.com (http://www.summitmediacorp.com/)

Division

Omaha

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing and events company focused on compelling local brands, powerful personalities and meaningful marketing solutions.

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Status: Open

Marketing Strategy Lead

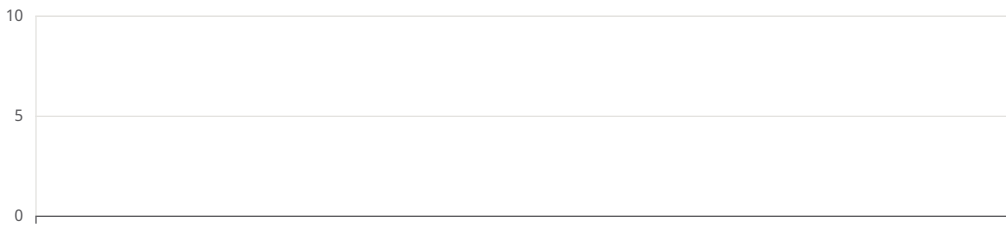
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SummitMedia LLC - Omaha, NE

Clicks

Gathering data...

Check back tomorrow to see how your job is performing.



Clicks this week ?

Sponsor job for more clicks

Improve job description

Details

Created: August 27, 2021

Views: 0

Candidates: **0 total**

Add a candidate

Find candidates

Budget

Job budget: Not sponsored

Sponsor job

Candidates

Awaiting Review
0

Total (excluding rejected)
0

0 Rejected

Job description

Overview

SummitMedia of Omaha is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace. Omaha, NE cluster includes - AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

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Job Type: Full-time

Pay: \$45,000.00 - \$60,000.00 per year

COVID-19 considerations:

Masking and social distancing required in office space.



INTERVIEWED APPLICANTS TRACKING LOG

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Position Applied For: Account Executive

Name of Department: Sales

Person Preparing This Report: Kate Maguire

Location: Omaha

Date Prepared: 10/19/2021

Name/Tile of Hiring Mgr: Kate Maguire

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
10/06/21	Amy [REDACTED]	Kate Maguire	2
9/14/21	Bradley [REDACTED]	Steve Wexler (past GM)	1
8/16/21	William [REDACTED]	Josie Vote (AE)	1
7/7/21	Cameron [REDACTED]	Indeed	1

**** DISPOSITION**

1. Interviewed, no offer
2. Interviewed, offer extended, and hired
3. Interviewed, offer extended, but rejected



INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

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1. NAME

[REDACTED]										W	I	L	L	I	A	M				
LAST										FIRST						M				

2. DATE

16	08	21
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Account Executive

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) ___Josie Vote_____
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) _____
- COMMUNITY ORGANIZATION _____
- OTHER _____



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1. NAME

[REDACTED]										C	A	M	E	R	O	N				
LAST										FIRST						M				

2. DATE

7	07	21
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Account Executive

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) _____
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RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

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JOB TITLE: Account Executive **FULL-TIME PART-TIME:** Full-Time **DATE:** 10/20/2021

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

1. SummitMedia, LLC Website	0
2. JoinHandshake.com	0
3. Internal Referrals	3
4. Indeed	1

DATE POSITION WAS FILLED: 10/19/21

REFERRAL SOURCE OF APPLICANT HIRED: Employee Referral

SUMMIT MEDIA

← JOB OPENINGS

Marketing Strategy Lead-Omaha

Overview

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Position Closes: 09/30/2021



Training
Experience
Skill
Talent



Talent

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- Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.

Meagen Rankin
EEO Manager

5/10/2022
Date file completed

SummitMedia Birmingham

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines

Date: 12/17/2021

From: Kate Maguire

Dept: Sales

Job Title of Open Position: Account Executive (2)

Date required: _____ Full Time X Part Time _____

Replacement

New Position

Budgeted X Yes _____ No

Posting for internal board:

RESPONSIBILITIES:

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- Willingness to learn
- Ability to adapt to industry evolution and development
- Ability to use and learn new communication vehicles and technologies
- Ability to work independently or in team environment

If interested in applying for this position, please forward a resume to SummitMedia Sales Department, Attention: Kate Maguire, 6700 Mercy Rd. #303, Omaha, NE 68106, or forward electronically to careers.omaha@summitmediacorp.com.

It is the policy of SummitMedia, Inc. to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

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Department Head/Hiring Manager Kate Maguire Date: 12/17/21

VP/Finance _____ Date: _____


12/1/21



FOR IMMEDIATE RELEASE

SummitMedia is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace.

A Marketing Strategy Lead is viewed as the clients' trusted consultant and primary point of contact. As part of a collaborative, team approach, the Marketing Strategy Lead will work with others to develop a strategy consisting of media planning, creative design, research, content development, web administration, and digital media. Building a level of trust and strong understanding of the clients' expectations, priorities, and preferences are essential in building a successful strategy.

ABOUT US:

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing, and events company focused on compelling local brands, powerful personalities, and meaningful marketing solutions.

WHAT YOU'LL DO:

- Uncover leads and contact prospects
- Meet with customers in person, via telephone, email, or video.
- Discuss and identify the business objectives with new and existing clients and provide recommendations for growth and marketing challenges.
- Work with Strategy Team to devise an advertising campaign that meets the client's needs, objectives, and budget
- Present the marketing strategy for approval or modification
- Ensure that all communication flows effectively
- Maintain budgets and manage campaign costs and invoices
- Analyze and communicate the effectiveness of campaigns
- Act as a liaison for clients and Strategy Team, including scheduling meetings.
- Deliver presentations
- Meet all sales goals and new business development goals
- Manage CRM and hit key activity metrics

THE "MUST-HAVE SKILLS" LIST:

- A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role
- Excellent communication and interpersonal skills
- Ability to handle multiple accounts
- Ability to engage with other team members and show initiative in a positive manor
- Excellent organizational skills
- Skilled at creative writing, detail oriented, and collaborative
- Ability to thrive a fast-paced environment.
- Must be driven, determined, and goal focused
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Send resume and any other related materials to: careers.omaha@summitmediacorp.com

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SUMMITMEDIA IS AN EQUAL OPPORTUNITY EMPLOYER

Job description

Overview

SummitMedia of Omaha is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace. Omaha, NE cluster includes - AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

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← Jobs (/jobs)

Marketing Strategy Lead

Job #5790300 • Created 12/28/2021 by Meagen Rankin • Expires 1/31/2022

Edit
(/jobs/5790300/edit)

More Actions ▾

Details (/jobs/5790300)

Schools (/jobs/5790300/schools)

Matches (/jobs/5790300/matches)

Basic Information

Locations

Omaha, Nebraska, United States

Compensation

Paid

Duration

Permanent

Job Roles

Edit

Based on the text of your job description, we identified these Job Roles as most applicable. If you think they do not apply, you may edit them. Learn more (https://support.joinhandshake.com/hc/en-us/articles/360033423494)

Market Research Analysts and Marketing Specialists

Job Description

Edit
(/jobs/5790300/edit?initial_page=1)

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- Willingness to learn
- Ability to adapt to industry evolution and development
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Preferences

[Edit](#)[\(/jobs/5790300/edit?initial_page=2\)](/jobs/5790300/edit?initial_page=2)

Graduation Date

No Graduation Date set

School Years

No School Year preference set

Majors

No Major preference set

GPA

No GPA preference set

Work Authorization

US work authorization is required

Company Details

Industry

Advertising, PR & Marketing

Headquarters Location

2700 Corporate Drive, Suite 115 Birmingham,
Alabama 35242, United States of America

Size

250 - 1,000 employees

Website

<http://www.summitmediacorp.com/>
(<http://www.summitmediacorp.com/>)

Social Media

<https://www.linkedin.com/company/summitmedia-llc/about/>
(<https://www.linkedin.com/company/summitmedia-llc/about/>)
<https://www.facebook.com/SummitMediaCorp>
(<https://www.facebook.com/SummitMediaCorp>)

On Campus Interviews

You have no on-campus interviews scheduled for this job.

Attachments

No attachments yet

New Attachment (/jobs/5790300/attachments/new)

Labels

Add label

Create new label

Notes

View and add notes

Tracking Code

No tracking code added

Applicant Package Recipients

Will be listed as "Contacts" for Universities

Meagen Rankin

Targeted schools

Post to more schools

Search for a school

Pending (3) Approved (2)

School	Status	Applications	Comments	Apply Start	Expiration
Concordia University, Nebraska	Approved	0	0	12/28/21	1/31/22
Nebraska Wesleyan University	Pending	0	0	12/28/21	1/31/22
Union College - Lincoln, Nebraska	Approved	0	0	12/28/21	1/31/22
University of Nebraska at Omaha	Pending	0	0	12/28/21	1/31/22
University of Nebraska-Lincoln	Pending	0	0	12/28/21	1/31/22



INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]										M	I	R	A	N	D	A						
LAST										FIRST										M		

2. DATE

12	4	2022
DAY	MONTH	YEAR

3. POSITION APPLYING FOR:

Marketing Strategy Lead

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) _____
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) Indeed _____
- COMMUNITY ORGANIZATION _____
- OTHER _____



INTERVIEWED APPLICANTS TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in our organization (via telephone or in-person). Identify all applicants by name, referral source and disposition of the candidate’s application. This form should be maintained in the Job Recruitment File. **This data is for purposes of tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment or employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: Marketing Strategy Lead

Name of Department: Sales

Person Preparing This Report: Kate Maguire

Location: OMAHA, NE

Date Prepared: 4/27/22

Name/Title of Hiring Manager: Kate Maguire

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
1/27/22	Thadd [REDACTED]	Indeed	1
2/22/22	Jon [REDACTED]	Indeed	1
2/23/2022	Lexi [REDACTED]	Kate Maguire	3
3/22/22	Ashley [REDACTED]	LinkedIn	2
3/30/22	Brent [REDACTED]	Indeed	1
3/9/22	Hung [REDACTED]	Indeed	1
4/12/22	Amanda [REDACTED]	Indeed	1
4/12/22	Miranda [REDACTED]	Indeed	3
4/19/22	Elizabeth [REDACTED]	Indeed	3
4/29/21	Chas [REDACTED]	Indeed	2

**** DISPOSITION**

1. Interviewed, no offer
2. Interviewed, offer extended, and hired
3. Interviewed, offer extended, but rejected



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Marketing Strategy Lead

FULL-TIME OR PART-TIME: full-time

DATE: 4/27/2022

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

LinkedIn	1
Employee Referrals	1
Internal Job board	0
Indeed	8
Walk-In Applicants	0
Networking Events	0
Concordia University	0
Nebraska Wesleyan University	0
Union College	0
University of Nebraska at Omaha	0
University of Nebraska at Lincoln	0

DATE POSITION WAS FILLED: 3/29/2022 & 4/27/2022

REFERRAL SOURCE OF APPLICANT HIRED: LinkedIn & Indeed

[Services](#) [Markets](#) [Leadership](#) [Join Our Team](#)[Home](#)

Marketing Strategy Lead - Omaha

SummitMedia of Omaha is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people's trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace. Omaha, NE cluster includes – AM 590 ESPN Omaha, Channel 94.1, Z-92 Rock, Star 104.5, CD 105.9.

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Responsibilities for Marketing Strategy Lead

- Uncover leads and contact prospects
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- Manage CRM and hit key activity metrics

Qualifications for Marketing Strategy Lead

- A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role
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- Ability to handle multiple accounts
- Ability to engage with other team members and show initiative in a positive manner
- Excellent organizational skills
- Skilled at creative writing, detail oriented, and collaborative
- Ability to thrive in a fast-paced environment.
- Must be driven, determined, and goal focused
- Ability to use and learn new communication vehicles and technologies
- Ability to work independently or in team environment

If interested in applying for this position, please forward a resume to careers.omaha@summitmediacorp.com.

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Sales





**EEO CHECKLIST
FOR
JOB RECRUITMENT FILE**

A job file should be created for each external job opening. The following items should be included (as applicable) in the job recruitment file and retained until the grant of the application covering the license term:

Personnel Requisition Form

Job Description/Job Posting

Copies of dated General Recruitment Letters, Specific Job Opening Recruitment Letters (and follow-up letters) transmitted to sources N/A

Completed Interviewed Applicant Referral Source Sheets

Completed Interviewed Applicants Tracking Log

Completed Recruitment Sources Contact and Referral Log

Copy of SummitMedia website advertisement

NOTE: RESUMES RECEIVED FROM AND EMPLOYMENT APPLICATIONS COMPLETED BY ALL INTERVIEWED CANDIDATES MUST BE KEPT IN A FILE SEPARATE FROM THE JOB RECRUITMENT FILE.

Meagen Rankin
EEO Manager

Type text/5/17/2022
Date file completed

This recruitment effort was done confidentially and under exigent circumstances.

SummitMedia LLC

PERSONNEL REQUISITION POSITION APPROVAL

TO: John Walker

Date: 10/01/21

From: Darryl Grondines

Dept: G&A

Job Title of Open Position: General Manager - Omaha

Date required:

Full Time

Part Time

Replacement

New Position

Budgeted Yes No

Posting for internal board:

RESPONSIBILITIES:

Successful private radio group has an opening for an aggressive, goal oriented and knowledgeable General Manager for a successful radio cluster with strong ratings located in the midwest. If you have a winning attitude, proven track record of growing revenue, a passion for radio sales excellence and a desire to be a partner on a winning team, then this is the opportunity for you.

This is a rare opportunity with tremendous growth potential. Three plus years of radio general manager experience is required.

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This job will be posted internally on the office bulletin boards and in the SummitMedia LLC jobline. If you need additional sources, please notify the Controller's office.

Department Head/Hiring Manager _____ Date: _____

General Manager _____ Date: _____



MEDIA
Market President/General Manager

SummitMedia, LLC, a multimedia company with broadcasting, digital, events, and video brands across multiple markets will be growing our team in the future – we are looking for an aggressive, goal-oriented, and knowledgeable Market President (General Manager) to oversee our successful broadcast and digital brands.

If you have a winning attitude, proven track record of growing revenue, a passion for local media and advertising sales excellence as well as a desire to be the leader of a winning team, then this is the opportunity for you.

You should be a passionate problem-solver who enjoys being a hands-on manager that is visible with our clients and in the community. At SummitMedia, we empower and celebrate our employees, encouraging creativity and innovation. Reach out today to learn more about joining our leadership team.

What You'll Bring:

- 3+ years of local media sales management or general management experience
- Proven success at the sales leadership level, with both traditional and digital media brands
- Experience building positive internal culture as well as strong client and community relationships

What We Offer:

- Competitive compensation with base and bonus opportunities
- A growing group of media brands with a positive team environment
- Best training and resources in the business
- Medical, Dental & Vision, 401K, Vacation & Holiday time

Interested parties should reach out to careers@summitmediacorp.com.

All inquiries and conversations will be confidential.

Not a traditional job-seeker? That's OK, we still want to connect with you!

About SummitMedia, LLC

[SummitMedia, LLC](#) is an integrated broadcasting, digital media, direct marketing and events company. We have markets and brands across the U.S.

[Join Our Team!](#)

It is the policy of SummitMedia LLC to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age, or sex.

JOB POSTING

SummitMedia LLC has an opening for an aggressive, goal oriented and knowledgeable General Manager for a successful radio cluster located in Omaha, NE. If you have a winning attitude, proven track record of growing revenue, a passion for radio sales excellence and a desire to be a partner on a winning team, then this is the opportunity for you.

This is a rare opportunity with tremendous growth potential. Three plus years of radio general manager experience is required.

Please forward resumes to john.walker@summitmediacorp.com

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RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

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Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: GM - Omaha

FULL-TIME OR PART-TIME: full time

DATE: 5/17/2022

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

Media Staffing Network (MSN)	8
Networking Referral	1
*Exigent Circumstances	

DATE POSITION WAS FILLED: 5/17/2022

REFERRAL SOURCE OF APPLICANT HIRED: MSN

*SummitMedia was conducting a confidential blind search for a replacement for a role currently filled.



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- Copy of SummitMedia website advertisement

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Kate Glenn

EEO Manager

12-13-22

Date file completed

SummitMedia

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Grondines

Date: 9-1-2022

From: Brad Gould

Dept: SALES/Omaha

Job Title of Open Position: SALES/Marketing Strategy Lead - up to 3

Date required: 9-1-2022

Full Time Part Time

Replacement

Salaried Hourly

New Position

Budgeted Yes No


Posting for internal board:

SALES/Marketing Strategy Lead - see attached job profile

RESPONSIBILITIES:

Department Head/Hiring Manager Brad Gould Brad Gould (Dec 9, 2022 16:02 EST) Date: _____

VP/Finance _____ Date: _____


12/9/22

SummitMedia Omaha

PERSONNEL REQUISITION POSITION APPROVAL

TO: Darryl Groncines

Date: 8/13/2021

From: Rick Parrish

Dept: Sales

Job Title of Open Position: Account Manager (1)

Date required: _____ Full Time Part Time _____

Replacement
 New Position

Budgeted Yes _____ No

Posting for internal board:

RESPONSIBILITIES:

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A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role

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- Excellent organizational skills
- Skilled at creative writing, detail oriented, and collaborative
- Ability to thrive in a fast paced environment.
- Must be driven, determined, and goal focused
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Department Head/Hiring Manager *Rick Parrish* Date: 8/13/2021

VP/Finance *OK* Date: _____

(D)
8/12/21



MEDIA
Account Executive/Marketing Strategy Lead

SummitMedia, LLC, a multimedia company with broadcasting, digital, events, and video brands across multiple markets is expanding our team. We are looking for an experienced **Account Executive/Marketing Strategy Lead** who will utilize on-air and digital brands, as well as unique on-location and sponsorship opportunities, all with the goal of developing sophisticated marketing and advertising tools for our clients.

If you are a self-motivated, confident, and successful sales professional who wants a fun, entertainment-focused work environment, we want to connect with you! You should be a passionate problem-solver who enjoys helping clients. Reach out today to learn more. All conversations and inquiries will be kept confidential.

What You'll Bring:

- 3+ years of B2B outside sales experience. Exposure to media or advertising is preferred but not required
- Proven success at prospecting, negotiating, closing, and developing of new business
- Experience building positive client and community relationships

What We Offer:

- Competitive compensation with base, commissions, and bonus opportunities
- A growing group of media brands with a great team environment
- Best training and resources in the business
- Medical, Dental & Vision, 401K, Vacation & Holiday time

Interested parties should reach out to careers@summitmediacorp.com.

All inquiries and conversations will be confidential.

Not a traditional job-seeker? That's OK, we want to connect with you!

Sales opportunities are available across multiple markets, relocation will be required if the candidate does not reside in the market area.

About SummitMedia, LLC

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(14) Sherri Spachman | LinkedIn x Marketing Strategy Lead - Omaha x +
summitmediacorp.com/job-postings/marketing-strategy-lead-omaha

SUMMIT MEDIA Services Markets Leadership Join Our Team Home

Omaha

Marketing Strategy Lead - Omaha

About this Job

Overview: Provide marketing solutions to existing and prospective clients utilizing on-air, online and on location opportunities and sponsorships to help businesses grow.

The company: SummitMedia is a dynamic, radio & digital company, serving our local customers with focus-based messages that deliver results. With five radio stations, five websites, digital product suite, and a team of passionate, creative and talented professionals, we customize message development strategies for clients to share with thousands of potential customers through creative and diversified products on-air, online and on location. We recruit, develop, empower, and retain motivated employees who identify opportunities to create solutions that benefit their customers and the communities they serve. By initiating future growth, professionally and personally, company-wide openness, strategic innovation, and personal ownership, SummitMedia Omaha strives to surpass client expectations. We embrace a professional family atmosphere, where a healthy work-life balance is supported by a culture founded on Respect, Integrity, Customer Focus, and having Fun!

Search | 10:26 AM 12/8/2022

Your job post is active! - Message (HTML)

File Message Help

Ignore Delete Archive Reply Reply All Forward Share to Teams Move to: To Manager Done Create New Team Email Reply & Delete

Rules Send to OneNote Move Actions Assign Policy Mark Unread Categorize Follow Up

Read Aloud Immersive Reader Translate Zoom Viva Insights

Your job post is active!

LinkedIn Jobs <jobs-listings@linkedin.com>
To: Kate Glenn

Reply Reply All Forward

Tue 11/29/2022 9:56 AM

Your job post is active

Access your job details, settings, and applicants.

Sales - Marketing Strategy Lead
SummitMedia - Omaha, Nebraska, United States
Posted 11/29/2022

Manage job post

10:05 AM 12/12/2022



You posted this job on November 29, 2022

[Manage job post](#)

Sales - Marketing Strategy Lead



SummitMedia
Omaha, NE (On-site)

0 minutes ago · 0 applicants



Full-time



201-500 employees



69 connections · 2 school alumni



See recent hiring trends for SummitMedia. [Reactivate Premium](#)

Easy Apply

Save

Meet the hiring team



Kate Glenn

VP/Chief People Officer at SummitMedia.
SummitMedia is a Broadcast, Digital Media,
and Events company with brands located in
multiple markets across the U.S.



✕ Collapse

+ Post a job

📁 Jobs

📢 Campaigns

👤 Candidates >

🔍 Search resumes

📅 Interviews

📊 Analytics >

📁 Tools >



jenn.davis@summitmediacorp.com
Owner: jenn.davis@summitmediacorp.com

kate.glenn@summitme...
▼

Jobs



Post a job

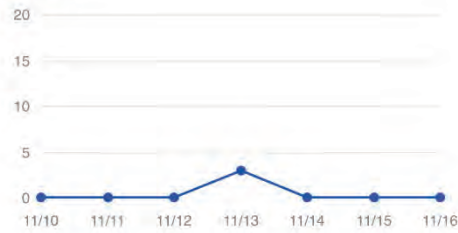
← Back to all jobs

Account Executive/Marketing Strategy Lead

SummitMedia LLC - Omaha, NE

Clicks

■ Your job



Clicks this week ⓘ

0

Edit job

● Paused ▼

[View public job page](#)

Details

Posted: August 2, 2022

Views: 0

Candidates: **98 total**

[Add a candidate](#)

[Find candidates](#)

Budget

Job budget: 300.00 (USD) monthly

Cost: 138.50 (USD)



Kate Glenn reposted this



SummitMedia

2,230 followers

1mo •

We are growing our Sales and Marketing team!
If you are a media or B2B sales professional and live
in one of our markets, we want to connect
confidentially! careers@summitmediacorp.com
[#funplacetowork](#) [#career](#) [#newopportunity](#)
[#newjob](#) [#media](#) [#mediajobs](#) [#mediasales](#)
[#advertising](#)

<https://lnkd.in/gftQ638Z>

**Account Executive/Marketing Strategy Lead —
SummitMedia**

summitmediacorp.com • 2 min read

SummitMedia, LLC, a multimedia company with
broadcasting, digital, events, and video brands acro...

Stacie Waldrop and 16 others

17 reposts



← Jobs (/jobs)

Marketing Strategy Lead

Job #5790300 • Created 12/28/2021 by Meagen Rankin • Expires 1/31/2022

Edit
(/jobs/5790300/edit)

More Actions ▾

Details (/jobs/5790300)

Schools (/jobs/5790300/schools)

Matches (/jobs/5790300/matches)

Basic Information

Locations

Omaha, Nebraska, United States

Compensation

Paid

Duration

Permanent

Job Roles

Edit

Based on the text of your job description, we identified these Job Roles as most applicable. If you think they do not apply, you may edit them. Learn more (<https://support.joinhandshake.com/hc/en-us/articles/360033423494>)

Market Research Analysts and Marketing Specialists

Job Description

Edit
(/jobs/5790300/edit?initial_page=1)

SummitMedia is looking for a skilled Marketing Strategy Lead that is passionate about driving results and generating growth for our clients. The ideal candidate naturally excels at relationship-building and earning people’s trust. The Marketing Strategy Lead is essential to maximizing sales opportunities with new and existing clients through creative sales techniques and a well-rounded understanding of the marketplace. A Marketing Strategy Lead is viewed as the clients’ trusted consultant and primary point of contact. As part of a collaborative, team approach, the Marketing Strategy Lead will work with others to develop a strategy consisting of media planning, creative design, research, content development, web

administration, and digital media. Building a level of trust and strong understanding of the clients' expectations, priorities, and preferences are essential in building a successful strategy.

ABOUT US:

SummitMedia, LLC is an integrated broadcasting, digital media, direct marketing, and events company focused on compelling local brands, powerful personalities, and meaningful marketing solutions.

WHAT YOU'LL DO:

- Uncover leads and contact prospects
- Meet with customers in person, via telephone, email, or video.
- Discuss and identify the business objectives with new and existing clients and provide recommendations for growth and marketing challenges.
- Work with Strategy Team to devise an advertising campaign that meets the client's needs, objectives, and budget
- Present the marketing strategy for approval or modification
- Ensure that all communication flows effectively
- Maintain budgets and manage campaign costs and invoices
- Analyze and communicate the effectiveness of campaigns
- Act as a liaison for clients and Strategy Team, including scheduling meetings.
- Deliver presentations
- Meet all sales goals and new business development goals
- Manage CRM and hit key activity metrics

THE "MUST-HAVE SKILLS" LIST:

- A Bachelor's degree in Marketing, Communications, or ability to demonstrate success in a similar role
- Excellent communication and interpersonal skills
- Ability to handle multiple accounts
- Ability to engage with other team members and show initiative in a positive manor
- Excellent organizational skills
- Skilled at creative writing, detail oriented, and collaborative
- Ability to thrive a fast-paced environment.
- Must be driven, determined, and goal focused
- Willingness to learn
- Ability to adapt to industry evolution and development
- Ability to use and learn new communication vehicles and technologies
- Ability to work independently or in team environment

Send resume and any other related materials to: careers.omaha@summitmediacorp.com (mailto:careers.omaha@summitmediacorp.com)

It is the policy of Summit Media, inc. to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, age or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

Discrimination because of race, color, religion, national origin, age or sex is prohibited if you believe you have been the victim of discrimination, you may notify the Federal Communications Commission, the Equal Employment Opportunity Commission, or other appropriate agency.

Preferences

[Edit](#)[\(/jobs/5790300/edit?initial_page=2\)](/jobs/5790300/edit?initial_page=2)

Graduation Date

No Graduation Date set

School Years

No School Year preference set

Majors

No Major preference set

GPA

No GPA preference set

Work Authorization

US work authorization is required

Company Details

Industry

Advertising, PR & Marketing

Headquarters Location

2700 Corporate Drive, Suite 115 Birmingham,
Alabama 35242, United States of America

Size

250 - 1,000 employees

Website

<http://www.summitmediacorp.com/>
(<http://www.summitmediacorp.com/>)

Social Media

<https://www.linkedin.com/company/summitmedia-llc/about/>
(<https://www.linkedin.com/company/summitmedia-llc/about/>)
<https://www.facebook.com/SummitMediaCorp>
(<https://www.facebook.com/SummitMediaCorp>)

On Campus Interviews

You have no on-campus interviews scheduled for this job.

Attachments

No attachments yet

New Attachment (/jobs/5790300/attachments/new)

Labels

Add label

Create new label

Notes

View and add notes

Tracking Code

No tracking code added

Applicant Package Recipients

Will be listed as "Contacts" for Universities

Meagen Rankin

Targeted schools

Post to more schools

Search for a school

Pending (3) Approved (2)

School	Status	Applications	Comments	Apply Start	Expiration
Concordia University, Nebraska	Approved	0	0	12/28/21	1/31/22
Nebraska Wesleyan University	Pending	0	0	12/28/21	1/31/22
Union College - Lincoln, Nebraska	Approved	0	0	12/28/21	1/31/22
University of Nebraska at Omaha	Pending	0	0	12/28/21	1/31/22
University of Nebraska-Lincoln	Pending	0	0	12/28/21	1/31/22



INTERVIEWED APPLICANTS TRACKING LOG

Please read: Use this form to record all applicants interviewed for a position in our organization (via telephone or in-person). Identify all applicants by name, referral source and disposition of the candidate’s application. This form should be maintained in the Job Recruitment File. **This data is for purposes of tracking the pool of interviewed applicants as required by the Federal Communications Commission and must be kept in a confidential file separate from resumes and employment applications. It must not be used in any employment or employment-related decision. Please be sure to have all candidates interviewed complete and sign an employment application as well as an Interviewed Applicant Referral Source Sheet.**

Position Applied For: Sales/Marketing Strategy Lead
Name of Department: Sales - Omaha
Person Preparing This Report: Kate Glenn
Location: Omaha, NE
Date Prepared: 12-8-22
Name/Title of Hiring Manager: Brad Gould, Kate Maguire

Sample:

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**

DATE	NAME OF APPLICANT	REFERRED BY	DISPOSITION**
11-2-22	Chris [REDACTED]	SummitMedia employee	2
11-2-22	Jesse [REDACTED]	SummitMedia employee	1
11-2-22	Amanda [REDACTED]	SummitMedia employee	1
11-28-22	Alexander [REDACTED]	SummitMedia employee	2
11-22-22	Merrick [REDACTED]	Indeed	1
10-10-22	Setl [REDACTED]	Indeed	1
9-26-22	Kelly [REDACTED]	SummieMedia employee	1
9-1-22	Alaina [REDACTED]	Indeed	1
8-24-22	Amy [REDACTED]	Indeed	1
8-25-22	Kayla [REDACTED]	Indeed	1

- ** DISPOSITION**
1. Interviewed, no offer
 2. Interviewed, offer extended, and hired
 3. Interviewed, offer extended, but rejected



INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]										Amanda									
LAST										FIRST			M						

2. DATE

11	2	22	
DAY	MONTH	YEAR	

3. POSITION APPLYING FOR:

SALES/Marketing Strategy Lead

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) Recruited by SummitMedia
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) _____
- COMMUNITY ORGANIZATION _____
- OTHER _____



INTERVIEWED APPLICANT REFERRAL SOURCE SHEET

Summit Media is an Equal Opportunity Employer and complies with all Federal and State employment laws. We seek your voluntary cooperation in completing this form to assist us in complying with the Federal Communications Commission's reporting requirements. This information will not be reviewed by managers making hiring decisions, and is not part of your employment file. Please print firmly and legibly.

1. NAME

[REDACTED]								Merrick							
LAST				FIRST				M							

2. DATE

11	22	22	
DAY	MONTH	YEAR	

3. POSITION APPLYING FOR:

SALES/Marketing Strategy Lead

4. HOW WERE YOU REFERRED FOR EMPLOYMENT?

- SCHOOL (NAME OF SCHOOL) _____
- AGENCY (NAME OF AGENCY) _____
- EMPLOYEE (NAME OF EMPLOYEE) _____
- ADVERTISEMENT (NAME OF PUBLICATION/SOURCE) Indeed _____
- COMMUNITY ORGANIZATION _____
- OTHER _____



RECRUITMENT SOURCES CONTACT AND REFERRAL LOG

PLEASE READ: Use this form to record all recruitment sources contacted, the number of applicants interviewed for the job produced by each source, the date the position was filled and the source of the person hired.

Attach a list of all sources contacted for this position regardless of whether they produced any interviewed applicants. Separately identify any organizations which requested notification in accordance with FCC rules. Include for each organization the name, address, contact person, and telephone number.

List in the spaces below, those sources which referred interviewed applicants, the number referred per source, the date the position was filled and the source which referred the person hired. Include all organization contacted with the respect to the vacancy, employee suggestions, and other means of recruiting applicants for this position, including walk-ins.

JOB TITLE: Sales/Marketing Strategy Lead

FULL-TIME OR PART-TIME: full time

DATE: 12/15/2022

RECRUITMENT SOURCES

NUMBER OF REFERRED APPLICANTS INTERVIEWED

Summit Website	0
LinkedIn	0
Employee Referral	5
Indeed	5
Handshake	0

DATE POSITION WAS FILLED: 12/9/2022

REFERRAL SOURCE OF APPLICANT HIRED: SummitMedia employee referral



Sandy Corcoran
SummitMedia LLC
6700 Mercy Rd Suite 303
Omaha, NE 68106

RE: Nebraska Broadcasters Virtual Job Fair Participation, July 11, 2022

July 20, 2022

Dear Sandy Corcoran,

Thank you for participating in the Nebraska Broadcasters Virtual Job Fair the week of July 11, 2022. Your hiring agent of record was Sandy Corcoran and the stations that participated were KEZO-FM, KKCD-FM, KQCH-FM, KSRZ-FM, KXSP-FM.

Please keep this letter for your records.

Thank you again for participating in the Broadcasters Virtual Job Fair.

Best Regards,

Jim Timm
President/Executive Director
Nebraska Broadcasters Association
11414 W. Center Rd., Suite 342
Omaha, NE 68144

Brad Gould

From: Jim Timm <jim@ne-ba.org>
Sent: Monday, June 27, 2022 8:47 AM
To: Brad Gould
Subject: Register by July 5 for the next NBA Virtual Job Fair
Attachments: NBA Virtual Job Fairs 0321.pdf; NBA Virtual Job Fair script.doc

NBA Members:

The next NBA Virtual Job Fair will run live from **July 11 – 15, 2022**. The NBA VJF is another FREE member benefit.

TO PARTICIPATE: (even if you participated in a prior VJF)

- 1) Read the attached "NBA Virtual Job Fairs" PDF.
- 2) **No later than Tuesday, July 5**, complete the NBA online registration at:

<https://ne-ba.org/uncategorized/virtual-job-fair-registration/>

- 3) **Start uploading your job postings** at www.careerpage.org. If you are new to CareerPage.org just click on the "Register" link on the home page and use the access code **3Sdg54** to complete your registration. Jobs can be posted any time after first registering for this event on the NBA website (step #2, above) and postings can be added during the week our event is live.
- 4) **Promote the Virtual Job Fair**. A suggested 30-second script is attached, with "next week" and "this week" versions for you to customize. We urge you to promote the event from at least **July 7 through the final day of the event, July 15**, and to use all of your promotional assets; on air, online, social, talent-driven, etc. *Participating stations are the ONLY means of VJF promotion so please, provide as much promotional support as you reasonably can.*
- 5) Following the event, your station will receive access to any applications received online, statistics on site traffic for the event, and a **letter of participation from the NBA to aid you in documenting your outreach efforts.**

Contact Linda Meuret at linda@ne-ba.org with any questions.



Kate Maguire, Sandy Corcoran
SummitMedia Corp
6700 Mercy Rd, Ste 303
Omaha, NE 68106

RE: Nebraska Broadcasters Virtual Job Fair Participation, October 10, 2022

October 17, 2022

Dear Kate Maguire, Sandy Corcoran,

Thank you for participating in the Nebraska Broadcasters Virtual Job Fair the week of October 10, 2022. Your hiring agents of record was Kate Maguire and Sandy Corcoran and the stations that participated were KEZO-FM, KKCD-FM, KQCH-FM, KSRZ-FM, KXSP-FM.

This job fair included the postings of Marketing Sales Lead, and PT Promotions Assistant.

Please keep this letter for your records.

Thank you again for participating in the Broadcasters Virtual Job Fair.

Best Regards,

Jim Timm
President/Executive Director
Nebraska Broadcasters Association
11414 W. Center Rd., Suite 342
Omaha, NE 68144

Brad Gould

From: Jim Timm <jim@ne-ba.org>
Sent: Monday, September 26, 2022 10:53 AM
To: Brad Gould
Subject: Register by Oct. 3 for next NBA Virtual Job Fair (Oct. 10 – 14)
Attachments: NBA Virtual Job Fair script.doc; NBA Virtual Job Fairs 0922.pdf

NBA Members:

The next NBA Virtual Job Fair will run live from **October 10 – 14, 2022**. The NBA VJF is another FREE member benefit.

TO PARTICIPATE: (even if you participated in a prior VJF)

- 1) Read the attached "NBA Virtual Job Fairs" PDF.
- 2) **No later than Monday, October 3**, complete the NBA online registration at:

<https://ne-ba.org/uncategorized/virtual-job-fair-registration/>

- 3) **Start uploading your job postings** at www.careerpage.org if you are new to CareerPage.org just click on the "Register" link on the home page and use the access code **3Sdg54** to complete your registration. Jobs can be posted any time after first registering for this event on the NBA website (step #2, above) and postings can be added during the week our event is live.
- 4) **Promote the Virtual Job Fair**. A suggested 30-second script is attached, with "next week" and "this week" versions for you to customize. We urge you to promote the event from at least **October 6 through the final day of the event, October 14**, and to use all of your promotional assets; on air, online, social, talent-driven, etc. *Participating stations are the ONLY means of VJF promotion so please, provide as much promotional support as you reasonably can.*
- 5) Following the event, your station will receive access to any applications received online, statistics on site traffic for the event, and a **letter of participation from the NBA to aid you in documenting your outreach efforts.**

Contact NBA executive assistant Linda Meuret at linda@ne-ba.org with any questions.

Virtual Job Fairs



This online initiative allows NBA member stations to participate in a quarterly recruitment effort. The week-long nature of the Virtual Job Fair (VJF) helps stations target potential employees, especially candidates who can't or won't attend a physical job fair in the typical short, four-hour window.

During the week of the VJF, your hiring agent will receive applications from visitors to the site via email. In addition, your hiring agent may be contacted by visitors requesting more information about a specific job or the industry in general via an online comment form that keeps your email address confidential. It is required that an actual hiring agent is ready to respond to such inquiries.

How to Participate

1) Register by providing the NBA with:

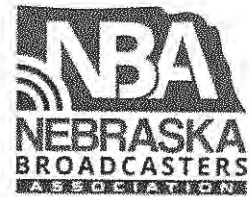
- call letters of all stations that want to participate
- parent company or organization name associated with the stations
- name and email address of hiring agent at the station(s) * must be an actual person's email; not "info@station.com" or the like (email address will not be visible to applicants)
- mailing address for the stations participating
- short description of why it's great to work at your organization
- logos of all participating stations

2) Post your job openings at www.CareerPage.org. If you are new to CareerPage.org, simply click on the "Register" link on the home page. Use the access code 3Sdg54 to complete your registration.

3) Promote the event: beginning at least a few days ahead of the VJF, and through the last day of the VJF, all participating stations should promote the event, customizing the suggested copy to drive visitors to the VJF site: <https://www.broadcastersvirtualjobfair.com/cms/> We encourage use of all of your promotional assets; on air, online, social media, station talent, etc.

4) At the conclusion of each VJF, your station will receive access to the applications online, statistics on site traffic for the event, and a letter of participation for your EEO file.

Virtual Job Fairs



Station Outreach and FCC EEO credit

While your station works to fulfill its regulatory EEO requirements, the VJF serves as further evidence of your outreach efforts to educate the public about your open positions along with general information about broadcasting careers.

In 2017 the FCC Media Bureau issued a Declaratory Ruling updating its EEO policy on recruiting widely for full-time openings to permit broadcasters to use the internet as a sole recruitment source when recruiting for vacancies, as long as the recruitment is still sufficiently broad to meet EEO recruitment requirements.

While a VJF is a viable alternative to traditional job fairs, it should be considered as a *supplemental* outreach program to educate the public about careers in broadcasting and the qualifications necessary to fill those positions. We do not suggest that this be a substitute for any station's broader employment outreach efforts. By participating in VJFs throughout your licensing period, you *may* be able to count some of these events as part of the third prong (supplemental efforts) of the FCC's Options Menu.

The VJF is designed to be easy for your stations to participate in with two caveats that while rigorous, are not cumbersome: 1) your hiring agent must be a **real person** (not "HR Department") and that person's email must be **their email** (not info@KXYZ.com), and 2) all participating stations must promote the VJF. By adhering to these two caveats, stations may make a pretty good case that they have participated in a job fair where "recruitment is sufficiently broad to meet EEO requirements."

Nonetheless, the NBA cannot guarantee stations that they will get credit from the FCC even though we believe participating in the way we've outlined herein should be sufficient to claim the appropriate EEO credit.

Stations should always consult their FCC counsel for guidance on earning EEO credit.

Brad Gould

From: Kate Maguire
Sent: Friday, January 6, 2023 2:28 PM
To: Brad Gould
Subject: Fw: THANK YOU!
Attachments: thank you speakers Kate (1).pdf

Below is what I have from the HS visit.

Kate Maguire | General Sales Manager
Radio / Digital / Mobile / Social / Events

PLEASE NOTE OUR NEW ADDRESS: Summit Media | 6700 Mercy Road, Ste 303 | Omaha, NE 68106

KEZO | **KKCD** | **KQCH** | **KSRZ** | **KXSP**

Ph: (531) 710-1113 | **Mobile:** (402) 429-0114
Email: kate.maguire@summitmediacorp.com

"We cannot force someone to hear a message they are not ready to receive, but we must never underestimate the power of planting the seed".

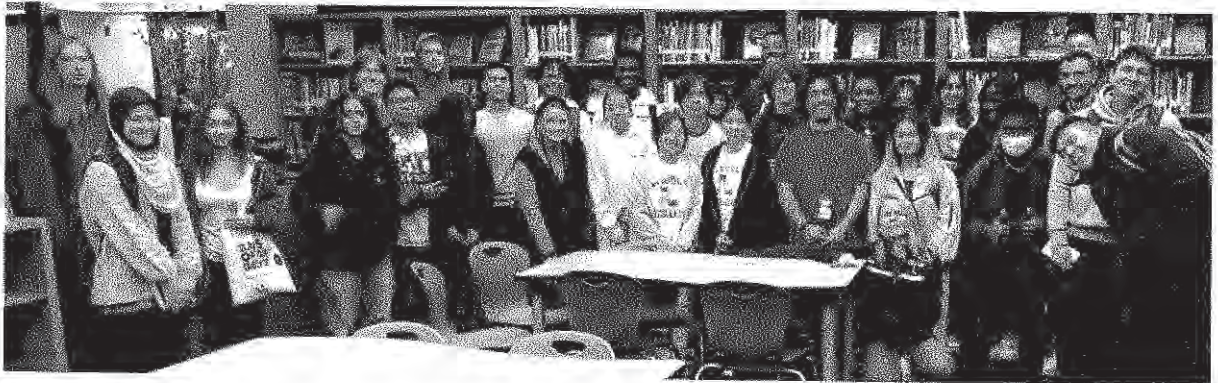
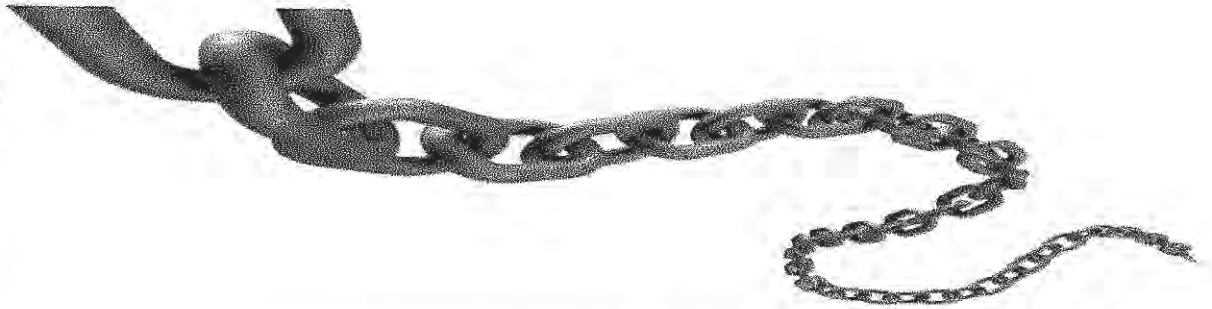
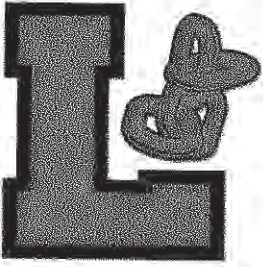
From: Amy Stetson <castetso@lps.org>
Sent: Friday, December 2, 2022 12:56 PM
To: Kate Maguire <kate.maguire@summitmediacorp.com>
Subject: THANK YOU!

Kate!

I hope this finds you well and getting ready for a restful, relaxing, fun weekend. I can't tell you how much it meant to me to have you come to LHS and share with current LHS kids! We really enjoyed hearing your stories! I hope to get the chance to connect again soon! Thank you for opening our young scholars minds!

All my best,
-Stetson

p.s. send me your snail mail if you'd like the paper copy



We Thank You!

Fw: Friday AVID Speakers

Kate Maguire <kate.maguire@summitmediacorp.com>

Mon 10/31/2022 9:48 AM

To: Virginia Kelley <virginia.kelley@summitmediacorp.com>

Cc: Brad Gould <brad.gould@summitmediacorp.com>

Morning,

Can I use the email below to get EEO points? I visited with 3 different high school classes on Friday the 28th.

Thanks,

Kate Maguire | General Sales Manager
Radio / Digital / Mobile / Social / Events

PLEASE NOTE OUR NEW ADDRESS: Summit Media | 6700 Mercy Road, Ste 303 | Omaha, NE 68106

[KEZO](#) | [KKCD](#) | [KQCH](#) | [KSRZ](#) | [KXSP](#)
Ph: (531) 710-1113 | Mobile: (402) 429-0114
Email: kate.maguire@summitmediacorp.com

"We cannot force someone to hear a message they are not ready to receive, but we must never underestimate the power of planting the seed".

From: Amy Stetson <astetso@lps.org>

Sent: Thursday, October 27, 2022 7:33 AM

To: ajrosenau16@gmail.com <ajrosenau16@gmail.com>; dn738001@gmail.com <dn738001@gmail.com>; eriley92502@gmail.com <eriley92502@gmail.com>; Kate Maguire <kate.maguire@summitmediacorp.com>; Christie Galati <cgalati@lps.org>

Cc: Laurel Howard <lhoward2@lps.org>; Maira Mendez Rodriguez <mmendezr@lps.org>; Dianne Witmer <dwitmer@lps.org>; Paula McClung <pmcclung@lps.org>; Jeffrey Bargar <jbargar@lps.org>

Subject: Friday AVID Speakers

Hello LHS Links!

We are so excited to have you join **AVID this Friday** to share your stories! Yesterday, the students brainstormed all sorts of great questions to ask you and I am thrilled that they will have this opportunity to connect with you.

A few things to help you....

- There is visitor parking in the north lot or across Capitol Parkway by the baseball fields.
- You will check in with Laurie Howard at the main door on your way in.
- We will be in the media center on the first floor.
- If you are staying the whole day I will make sure we have a space where you can relax, work or whatever you need in between the classes.

Thank you so much for being a part of the AVID experience!

All my best,
Ms. Stetson

Friday Dates:	Period 2 8:56-9:51 a.m.	Period 4 10:53-11:43 a.m.	Period 6 1:19-2:09 p.m.
10/28/22	<ul style="list-style-type: none"> • Elijah Riley • Kate Maguire • Christie Galati 	<ul style="list-style-type: none"> • Andy Rosenau • Dat Nguyen • Kate Maguire 	<ul style="list-style-type: none"> • Elijah Riley • Andy Rosenau • Dat Nguyen • Kate Maguire



Señora Stetson (she, her, hers)

Spanish & [AVID](#) Elective Teacher

LHS World Language Department

Phone to leave me a voicemail:

(402) 458-3100 ext. 92969

"Language is the road map of a culture. It tells you where its people come from and where they are going." Rita Mae Brown



11414 West Center Road
Suite 342
Omaha, Nebraska 68144
(402) 933-5995
Fax: (402) 933-0059

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marty@ne-ba.org

August 16, 2021

This letter certifies that one or more hiring managers from the radio stations owned by **Summit Media - Omaha** participated in the Omaha Area Broadcasters Career Fair on Tuesday, August 10 at the La Vista Conference Center.

This career fair was held in conjunction with the Nebraska Broadcasters Association annual convention. Each participating station's involvement included advance promotion of the career fair on their respective station(s) and other distribution channels, followed by interaction with career fair attendees at the event.

Sincerely,

A handwritten signature in black ink that reads 'Jim Timm'.

Jim Timm
President/Executive Director

Fw: NBA Career Fair participation letter

Kate Maguire <kate.maguire@summitmediacorp.com>

Tue 8/17/2021 9:45 AM

To: Virginia Kelley <virginia.kelley@summitmediacorp.com>

📎 1 attachments (185 KB)

Summit Media NBA cf 081021.pdf;

I attended a Job Fair that counts towards our EOO but not sure what to do with it for our files??

Kate Maguire | Sales & Digital Manager - CRMC
Radio / Digital / Mobile / Social / Events
Summit Media | 10714 Mockingbird Drive | Omaha, NE 68127
[KEZO](#) | [KKCD](#) | [KOCH](#) | [KSRZ](#) | [KXSP](#)
Ph: (531) 710-1113 | Mobile: (402) 429-0114
Email: kate.maguire@summitmediacorp.com

"We cannot force someone to hear a message they are not ready to receive, but we must never underestimate the power of planting the seed".

From: Jim Timm <jim@ne-ba.org>
Sent: Monday, August 16, 2021 2:30 PM
To: Kate Maguire <kate.maguire@summitmediacorp.com>
Cc: Rick Parrish <rick.parrish@summitmediacorp.com>
Subject: NBA Career Fair participation letter

Kate,

Thank you for participating in last week's event. Attached is a participation letter for your files.

Regards,

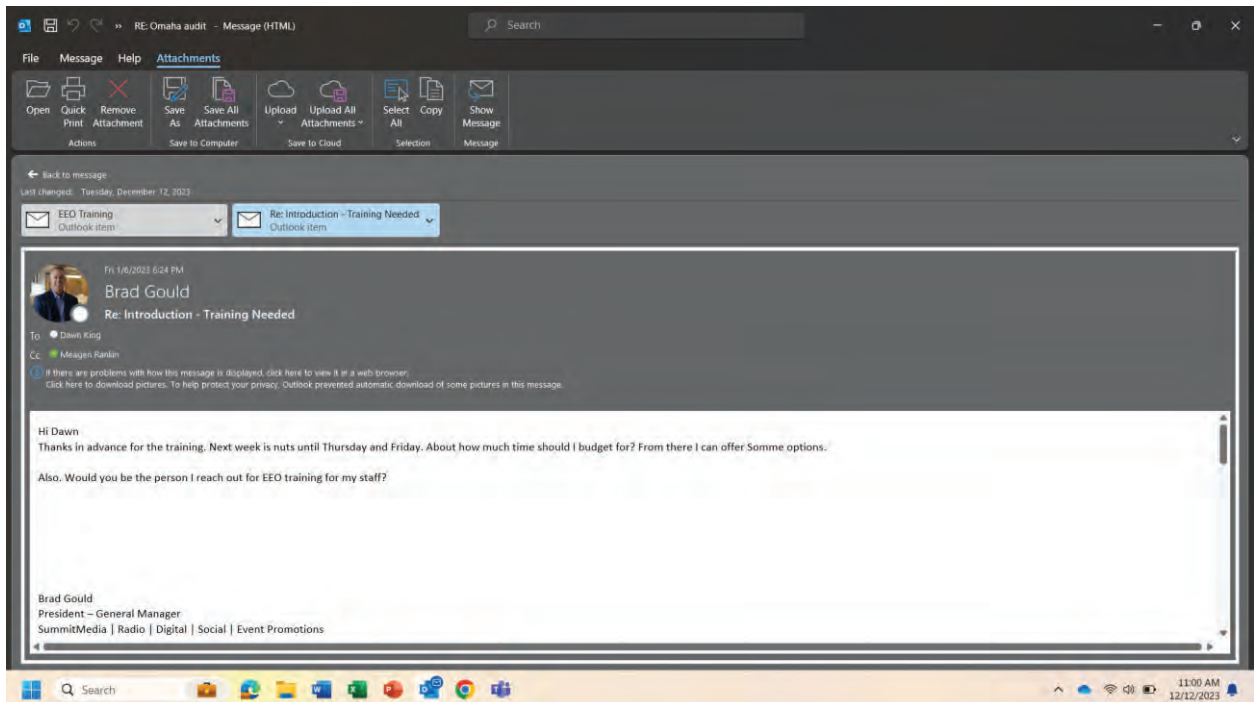
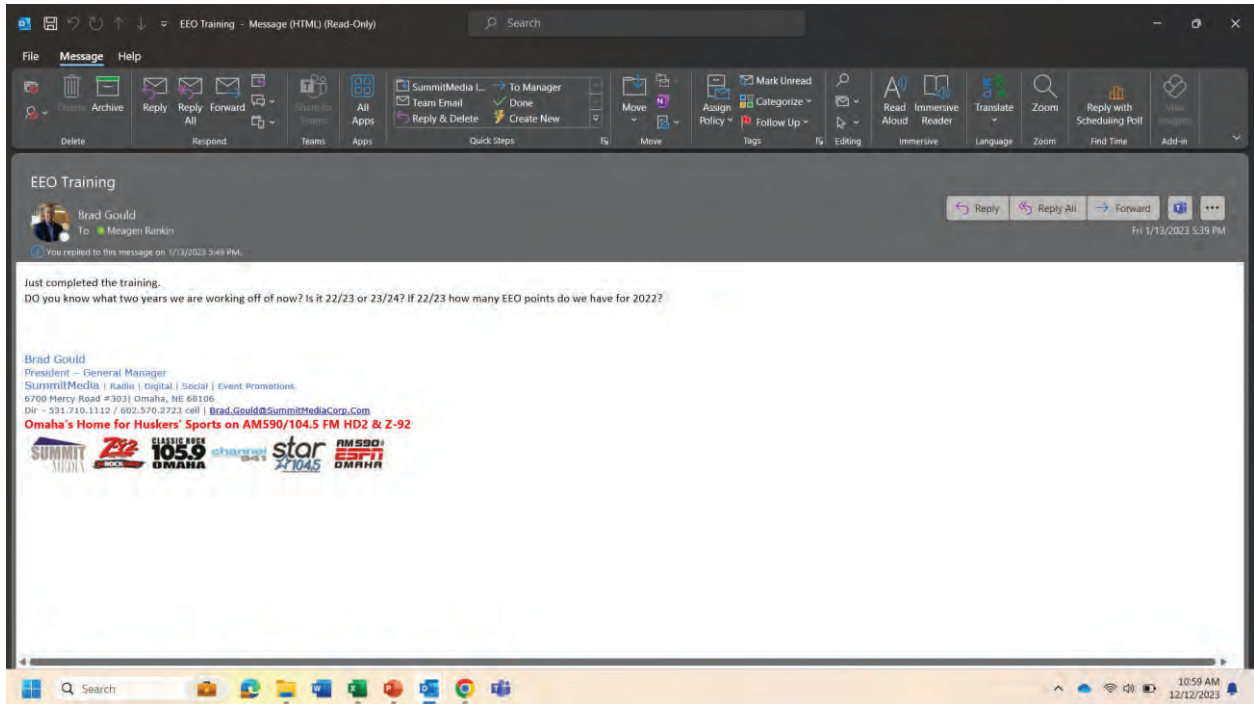
Jim

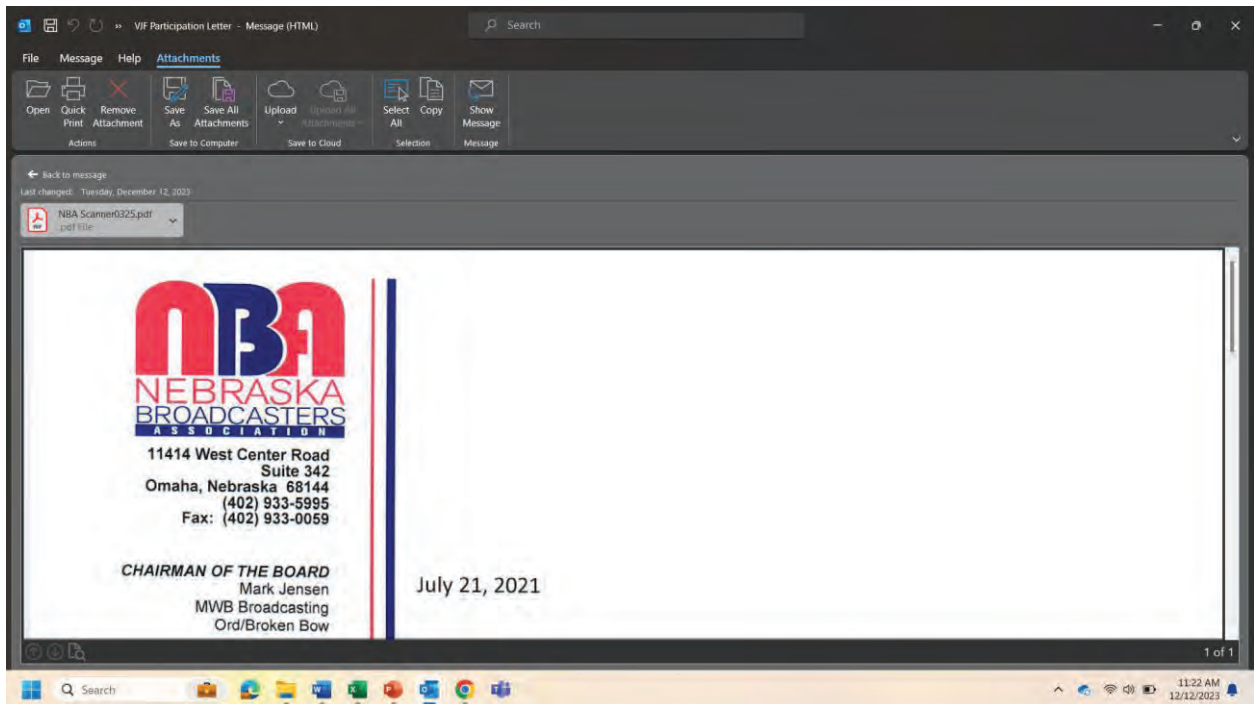
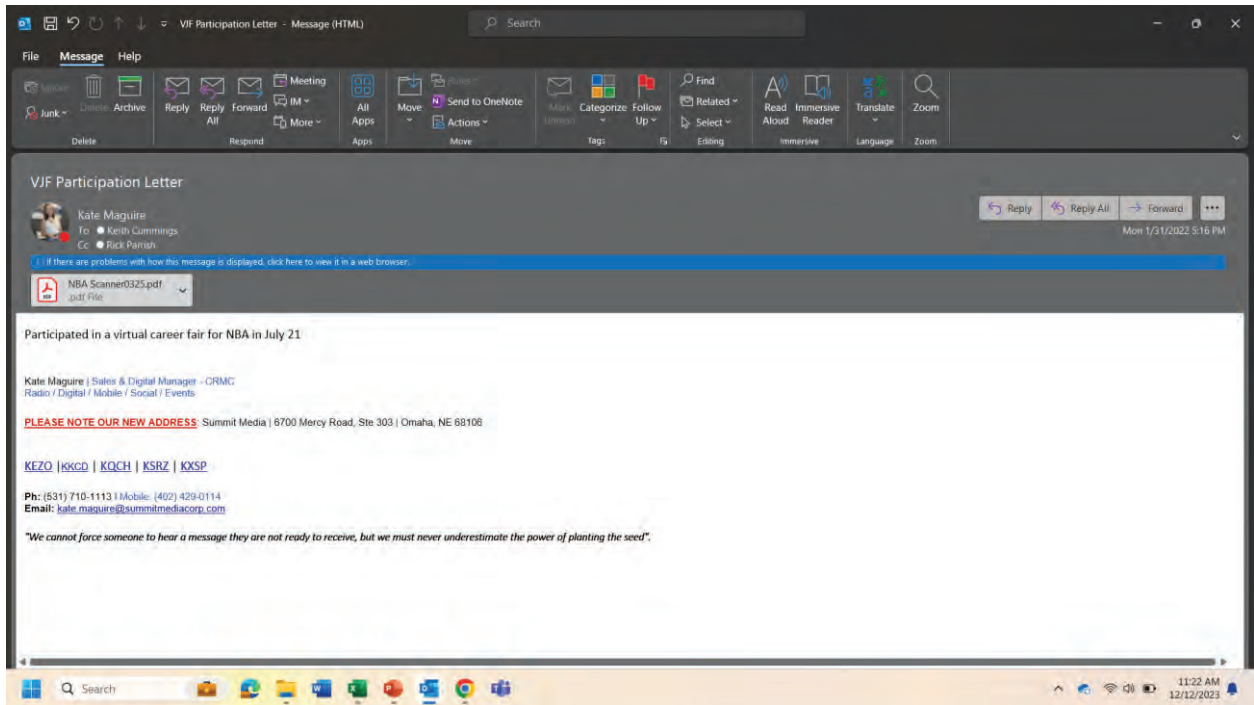
Jim Timm
President/Executive Director
Nebraska Broadcasters Association
11414 W. Center Rd., Suite 342
Omaha, NE 68144
P 402-933-5995 F 402-933-0059
www.ne-ba.org

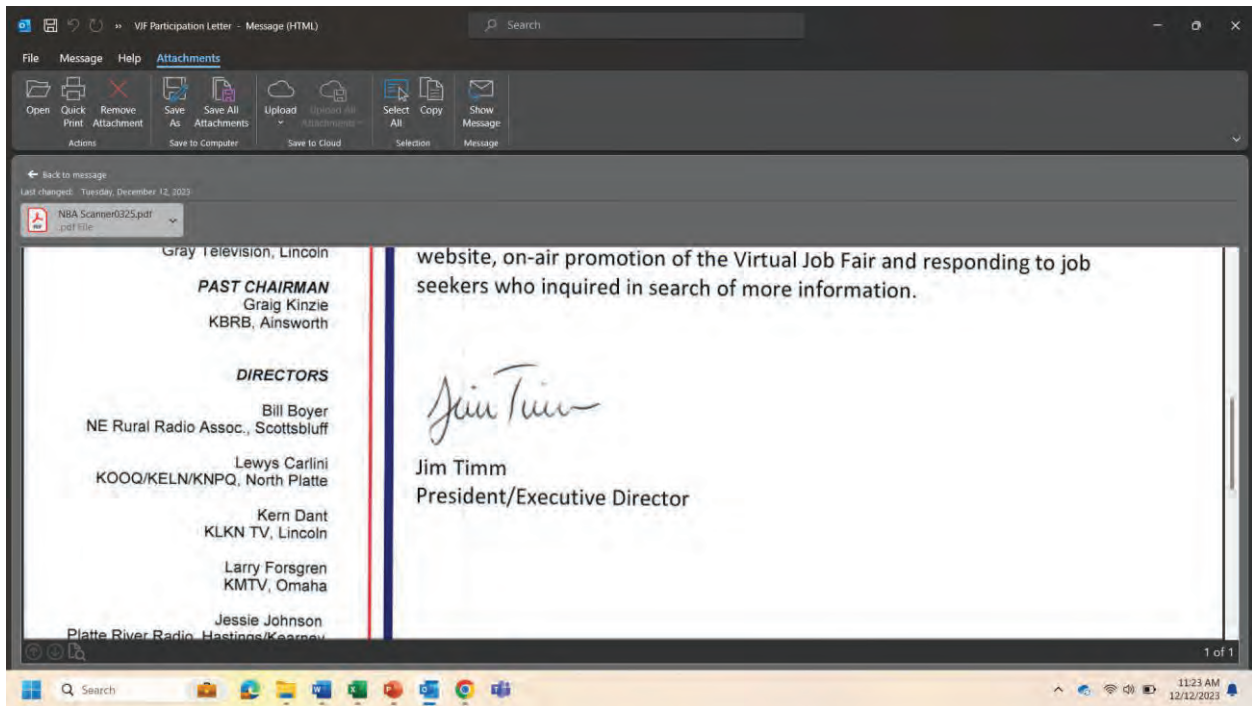
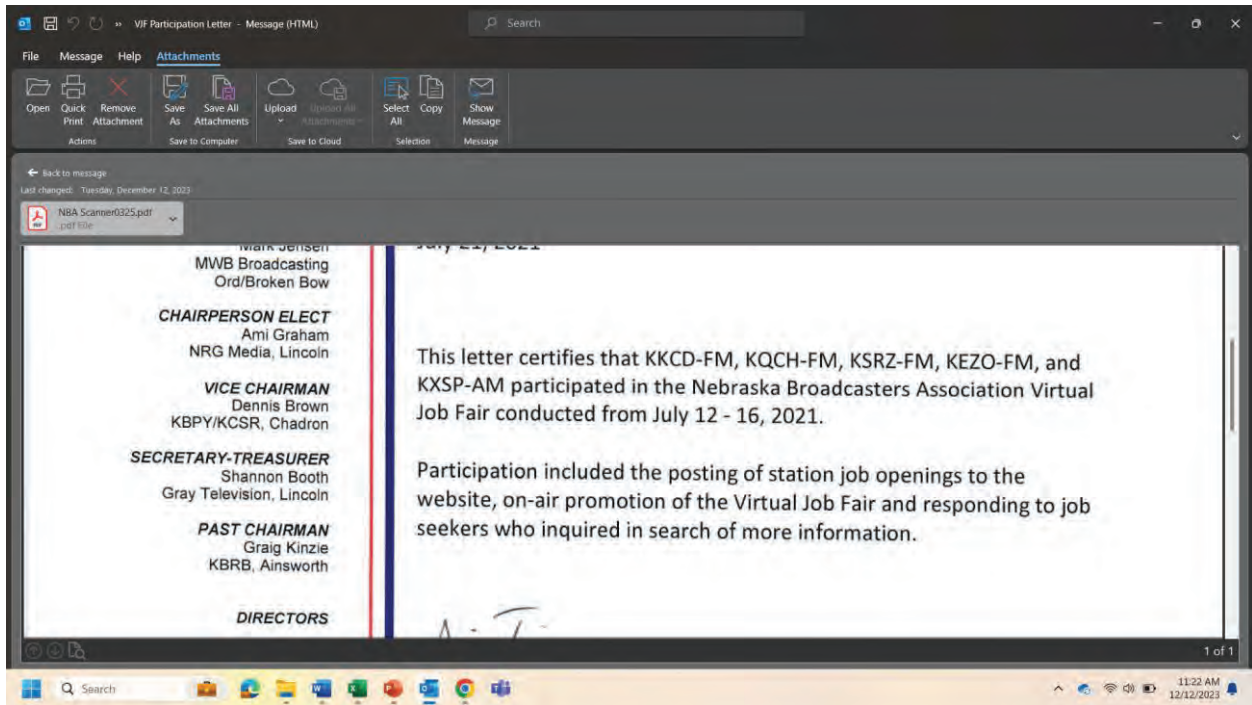


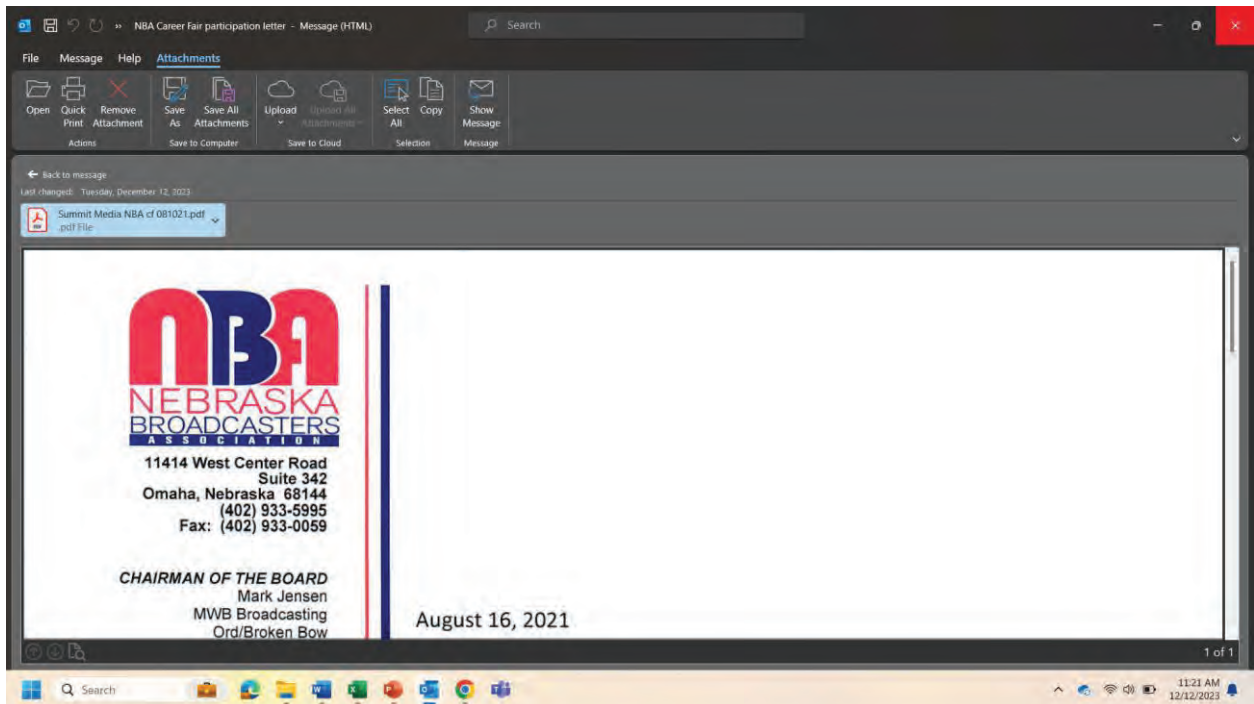
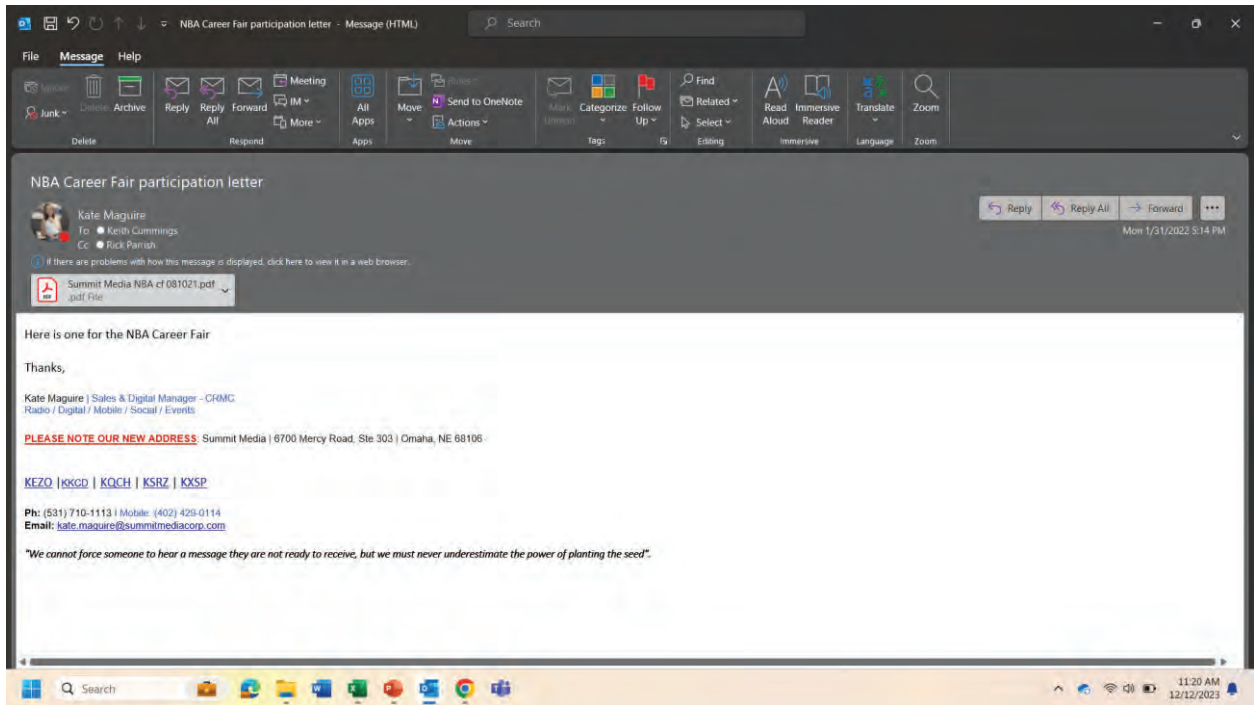
EEO Omaha

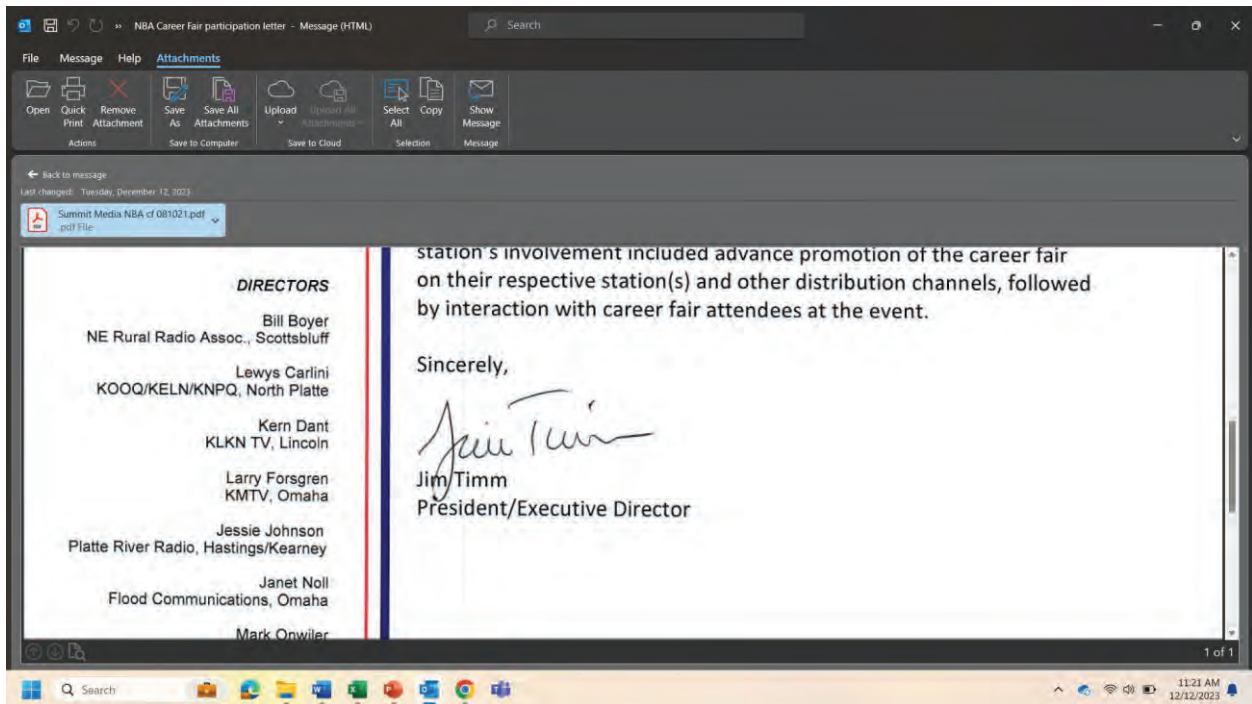
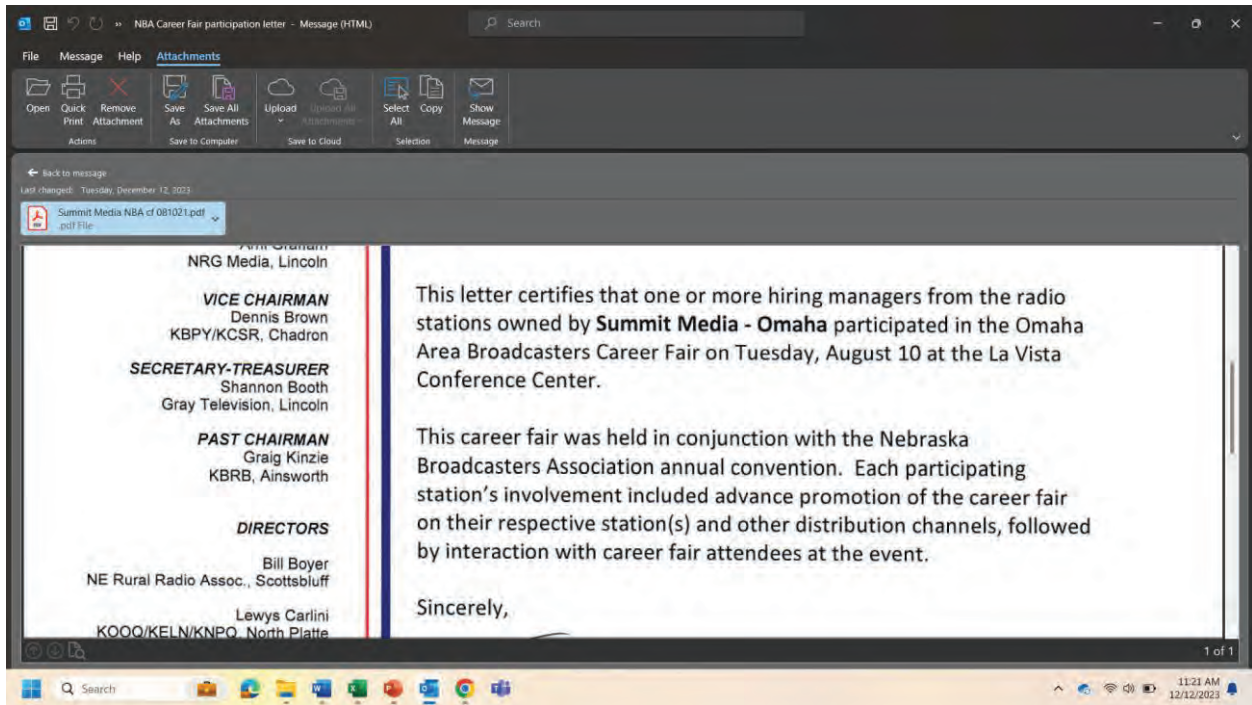
GM Training Jan 17, 2023











Friday AVID Speakers - Message (HTML)

File Message Help

Friday AVID Speakers

Kate Maguire
To: Meagen Rankin

Mon 10/31/2022 11:06 AM

Thanks Meagen!

Below is the thank you email from Amy.

Kate Maguire | General Sales Manager
Radio / Digital / Mobile / Social / Events

PLEASE NOTE OUR NEW ADDRESS: Summit Media | 8700 Mercy Road, Ste 303 | Omaha, NE 68106

[KEZO](#) | [KKCO](#) | [KQCH](#) | [KSRZ](#) | [KXSP](#)

Ph: (531) 710-1113 | Mobile: (402) 429-0114
Email: kate.maguire@summitmediacorp.com

"We cannot force someone to hear a message they are not ready to receive, but we must never underestimate the power of planting the seed."

From: Amy Stetson <astetso@lps.org>
Sent: Saturday, October 29, 2022 2:07 PM
To: Airosenau16 <airosenau16@gmail.com>; dn738001 <dn738001@gmail.com>; eriley92502 <eriley92502@gmail.com>; Kate Maguire <kate.maguire@summitmediacorp.com>; Christie Galati <cgalati@lps.org>
Subject: Re: Friday AVID Speakers

Andrew, Kate, Christie, Elijah & Dat:

Friday AVID Speakers - Message (HTML)

File Message Help

Friday AVID Speakers

Kate Maguire
To: Meagen Rankin

Mon 10/31/2022 11:06 AM

From: "Amy Stetson" <astetso@lps.org>
To: "Airosenau16" <airosenau16@gmail.com>, "dn738001" <dn738001@gmail.com>, "eriley92502" <eriley92502@gmail.com>, "Kate Maguire" <kate.maguire@summitmediacorp.com>, "Christie Galati" <cgalati@lps.org>
Cc: "Laurel Howard" <lhoward2@lps.org>, "Maira Delgado Mendez" <mmendezr@lps.org>, "Dianne Witmer" <dwitmer@lps.org>, "Paula McClung" <pmclung@lps.org>, "Jeffrey Bargar" <jbargar@lps.org>
Sent: Thursday, October 27, 2022 7:33:58 AM
Subject: Friday AVID Speakers

Hello LHS Links!
We are so excited to have you join **AVID this Friday** to share your stories! Yesterday, the students brainstormed all sorts of great questions to ask you and I am thrilled that they will have this opportunity to connect with you.

A few things to help you....

- There is visitor parking in the north lot or across Capitol Parkway by the baseball fields.
- You will check in with Laurie Howard at the main door on your way in.
- We will be in the media center on the first floor.
- If you are staying the whole day I will make sure we have a space where you can relax, work or whatever you need in between the classes.

Thank you so much for being a part of the AVID experience!
All my best,
Ms. Stetson

Friday AVID Speakers - Message (HTML)

File Message Help

Friday AVID Speakers

Kate Maguire
To: Meagen Rankin

Mon 10/31/2022 11:06 AM

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Friday Dates:	Period 2 8:56-9:51 a.m.	Period 4 10:53-11:43 a.m.	Period 6 1:19-2:09 p.m.
10/28/22	<ul style="list-style-type: none"> • Elijah • Riley • • • Kate Maguire • • • Christie Galati • 	<ul style="list-style-type: none"> • Andy Rosenau • • • • Dat Nguyen • • • Kate Maguire • 	<ul style="list-style-type: none"> • Elijah Riley • • • • Andy Rosenau • • • Dat Nguyen • • • Kate Maguire

11:19 AM 12/12/2023