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May 5, 2022

VIA POSTING TO FCC ONLINE PUBLIC INSPECTION FILE

wiley.law

Elizabeth E. Goldin
Assistant Chief, Investigations & Hearings Division
Enforcement Bureau
Federal Communications Commission

Re: **Response to Broadcast EEO Audit Letter
Gray Television Licensee, LLC
KOLO-TV, Reno, NV
Facility ID No. 63331**

EEO Staff:

On behalf of Gray Television Licensee, LLC, licensee of the above referenced broadcast station in the Reno, NV station employment unit ("SEU"), the undersigned submits the SEU's response to your letter of March 21, 2022 concerning compliance with the Commission's Equal Employment Opportunity rules, 47 C.F.R. § 73.2080. In accordance with your request, this submission consists of a sworn statement by John Fiorelli, Vice President/General Manager, of Gray Media Group, Inc., the parent of Gray Television Licensee, LLC, with copies of documentation responsive to your inquiry.

Should any questions arise concerning this submission, kindly contact the undersigned.

Respectfully submitted,

/s/ Joan Stewart

Joan Stewart
Counsel to Gray Television Licensee, LLC

cc: KOLO-TV

DECLARATION OF JOHN FIORELLI, VICE-PRESIDENT/GENERAL MANAGER

I, John Fiorelli, hereby declare as follows:

1. I am a Vice-President/General Manager of Gray Media Group, Inc., the parent of Gray Television Licensee, LLC, the licensee of KOLO-TV, Reno, Nevada (FID 63331), which is part of a station employment unit based in Reno, Nevada (the “SEU” or “Unit”). This Statement and relevant attachments are being submitted in response to the March 21, 2022 letter of Elizabeth E. Goldin, Assistant Chief, Investigations & Hearings Division of the Commission’s Enforcement Bureau, concerning a random audit of EEO compliance (the “EEO Audit Letter”).
2. This SEU employs five or more full-time employees as the term is defined in the broadcast EEO rule of the Federal Communication Commission (“FCC” or the “Commission”), 47 C.F.R. § 73.2080(e)(1).
3. In response to Question 2(b)(i) of the EEO Audit Letter, the SEU’s two most recent EEO Public File Reports, as described in 47 C.F.R. § 73.2080(c)(6), are appended at Attachment A.
4. In response to Question 2(b)(ii) of the EEO Audit Letter, the web address of the station in this SEU is www.kolotv.com. A copy of the current EEO Public File Report is included on or linked to this website.
5. In response to Question 2(b)(iii), the date of each full-time hire listed in the SEU’s above-referenced EEO Public File Reports, in accordance with 47 C.F.R. § 73.2080(c)(5)(vi), is included in the internal business records appended at Attachment B. Further, the licensee acknowledges that it is required to retain records to document its outreach to the recruitment sources used to fill its full-time positions pursuant to 47 C.F.R. § 73.2080(c)(5)(iii), including the recruitment reflected in the above EEO Public File Reports. However, pursuant to the EEO Audit Letter, only one such job notice per position is included at Attachment B.
6. In response to Question 2(b)(iv) of the EEO Audit Letter, the internal business records appended at Attachment B also provide data concerning (a) the total number of interviewees for each vacancy and (b) the referral source for each interviewee for each full-time vacancy filled during the period covered by the above EEO Public File Reports.
7. In response to Question 2(b)(v) of the EEO Audit Letter, documentation concerning the Unit’s performance of four points worth of recruitment initiative activity during the period covered by the above EEO Public File Reports and as described in § 73.2080(c)(2) is appended at Attachment C with participating personnel noted therein. This SEU employs a total of 59 full-time employees and the station is located in a market with a population of more than 250,000. Accordingly, the SEU is required to perform at least four points worth of recruitment initiative activity during each two-year period measured from the date the stations in the SEU are required to file license renewal applications.
8. In response to Question 2(b)(vi) of the EEO Audit Letter, the licensee is aware of the following complaint(s) alleging unlawful discrimination in the employment practices of one or

more stations in this SEU based on race, color, religion, national origin or sex filed before a body with jurisdiction under federal, state, territorial or local law during the current license term.

An employee filed a complaint alleging age discrimination with the Nevada Equal Rights Commission/EEOC. NERC issued a no cause determination on 10/28/2015.

9. In response to Question 2(b)(vii) of the EEO Audit Letter, Gray provides online training webinars on FCC EEO compliance to its stations at periodic times throughout the year, hosted by Wiley Rein. Additionally, Gray requires that all jobs are posted to its corporate job search site. Job postings made to this site are automatically posted to Indeed.com. At the local level, this SEU recruits broadly for all open full-time positions. This SEU also publicizes its equal employment policy to employees and applicants through statements disseminated in job applications, posted in conspicuous areas within the workplace, and emailed periodically as reminders to employees. This SEU's employment practices are the ultimate responsibility of Angela Hagedon the SEU's Office Manager, working in conjunction with the General Manager, in-house counsel at our corporate headquarters and, when applicable, outside employment and labor counsel.

At the corporate level, Gray Television emphasizes the importance of FCC EEO compliance to all levels within the company, including national, regional, and local personnel. Gray Television engages outside communications counsel to respond to requests for information and to provide further guidance to personnel with FCC EEO compliance.

10. In response to Question 2(b)(viii) of the EEO Audit Letter, the SEU understands that it must periodically analyze the effectiveness of its EEO recruitment program by reviewing the productivity of sources on its recruitment list and the outcome of its recruitment initiatives. This SEU broadcasts a PSA affirming its commitment to EEO hiring practices. We also regularly participate in recruitment opportunities at local universities. During COVID shutdowns, these events were conducted virtually. Additionally, key management personnel regularly participate in diversity and EEO training opportunities.


11. In response to Question 2(b)(ix) of the EEO Audit Letter, this SEU strives to comply with all federal, state and/or local laws regarding pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect.

Dated: May 5, 2022

[SIGNATURE PAGE FOLLOWS]

**SIGNATURE PAGE TO
DECLARATION OF JOHN FIORELLI, VICE-PRESIDENT/GENERAL MANAGER**

As of the date set forth above, I hereby declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge, information, and belief.



John Fiorelli VP-GM

ATTACHMENT A

KOLO-TV
EEO PUBLIC FILE REPORT
06/01/2019 – 05/31/2020¹

I. VACANCY LIST

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

Position	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Technical Operator/Director (2)	1, 4, 7, 10, 12, 18, 20, 22, 23, 30, 31, 35, 36, 37	1
Producer (2)	1, 5, 7, 9, 10, 12, 20, 22, 23, 24, 30, 31, 35, 36, 37	30 & 1
Sales Account Executive (2)	1, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	1
Video Editor	1, 5, 7, 9, 10, 12, 20, 22, 23, 24, 31, 35, 36, 37	1
Multi Media Journalist (2)	1, 5, 7, 9, 10, 12, 20, 22, 23, 24, 25, 31, 35, 36, 37	1 & 23
Copy Editor	1, 7, 12, 20, 22, 23, 25, 31, 35, 36, 37	23

¹ This report was revised in April 2022 to address reporting discrepancies.

KOLO-TV
EEO PUBLIC FILE REPORT
06/01/2019 – 05/31/2020

II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	12
2	Renohelpwanted.com (fee) 1 Civic Center Plaza #506 Poughkeepsie, NY 12601 Phone: 1-800-365-8630 Post at: www.renohelpwanted.com	N	
3	Reno Gazette-Journal (fee) 955 Kuenzli Street Reno NV 89512 Phone: 775-348-7355 Email: lmacaula@rgi.com	N	
4	Truckee Meadows Community College 7000 Dandini Blvd Reno NV 89512 Phone: 775-673-7063 Job Board Fax: 775-673-7268 Post at: www.tmcc.edu	N	
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: www.medialine.com	N	
6	NAB Educational Foundation (fee) 1771 N Street, N.W Washington DC 20036 Phone: 202-429-5498 Post at: www.broadcastcareerlink.org	N	

7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
8	Career Choices (fee) 6880 S. McCarran Blvd, #7 Reno NV 89509 Phone: 775-826-2555 Email: lisa@career-choices.com	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
11	Jobing.com (fee) Phone: 775-786-7171 Post at: www.reno.jobing.com	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
13	Society of Broadcast Engineers 9102 N. Meridian Street #150 Indianapolis, IN 46260 Phone: 317-846-9000 FAX: 765-846-9120 Email: kjones@sbe.org	N	
14	Alliance for Women in Media (fee) 1760 Old Meadow Road, #500 McLean, VA 22102 Phone: 703-506-3290 Post at: www.awrt.org	N	
15	Internal Hire/Promotion	N	

16	RTDNA (fee) 1600 K Street N.W. # 700 Washington DC 20006 Phone: 202-659-6510 Post at: www.rtdna.org/channel/find_a_job	N	
17	Advertising Association of Northern NV (fee) Attn: Kerri Garcia 299 S. Arlington Avenue Reno NV 89502 Phone: 775-827-7311 Post at: www.aafreno.com	N	
18	Nevada Job Connect 4001 S. Virginia, Reno, NV 89502 Phone: 775-834-1970 Fax: 775-834-1983 Post at: www.nevadajobconnect.com	N	
19	Walk-In Candidate	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
21	Media Bistro/Tvspy (fee) 475 Park Avenue South, 4th Floor New York, New York 10016 Phone: 212-389-2000 Fax: 866-880-1429 Post at: www.mediabistro.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	3
23	Indeed.com https://employers.indeed.com/post-job	N	6
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401	N	

	Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/		
25	Employee Referral	N	2
26	Non-Employee Referral	N	
27	National Association of Hispanic Journalists (fee) 1000 National Press Blvd Washington DC 20047 Phone: 202-662-7145 Post at: www.nahjcareercenter.com	N	
28	National Association of Black Journalists (fee) University of Maryland 8701-A Adelphi Road Adelphi, MD 20783 Phone: 866-479-NABJ Post at: www.careerservices.nabj.org	N	
29	Poynter Institute for Journalism (fee) Post at: www.careers.poynter.org/hr	N	
30	LinkedIn 7621 Little Ave. Suite 212 Charlotte NC 28226-9926 800-797-7355, 4101 LinkedIn	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
32	National Press Photographers Association 3200 Croasdaile Drive Ste. 306 Durham, NC 27705 Phone: 919-383-7246 Fax: 919-383-7261 Post at: www.nppa.org	N	

33	B-Roll.Net (News Openings Only-fee) Attn: Kevin Johnson 1623 D Street NE Washington, DC 20002 Phone: 202-470-5396 Fax: 270-837-3491 Post at: www.broll.net	N	
34	Media Match Post at: https://www.media-match.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray People Matter ATS http://www.gray.tv/index.php?page=gray-tv-careers	N	2
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			26

KOLO-TV
EEO PUBLIC FILE REPORT
06/01/2019 – 05/31/2020

III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship Programs	<p>KOLO-TV maintains an on-going Internship Program with University of Nevada Reno for students who are interested in a broadcasting career. These internships are offered for the term of one semester and afford students studying communications the opportunity to achieve practical experience in the field. During the reporting period, the station had six (6) Interns, as follows:</p> <p>The station had 4 interns in the past year: three (3) for fall 2019 and one (1) for winter 2020.</p> <p>Interns were trained in all areas of news production, including producing, reporting and editing. One of the interns trained in sports reporting as well.</p>
2	Participate in event sponsored by organizations representing community groups	<p>In our General Manager’s role on the board of directors of the Nevada Broadcasters Association, he works with the Linda and Tony Bonicci Scholarship Foundation which gives scholarships to eligible students for education expenses at the University of Nevada Reno and UNLV. They meet on a quarterly basis to discuss fund raising and election of students that wish to enter the broadcasting industry through the University’s Journalism and Communications Schools.</p>
3	Participate in events sponsored by an educational institution	<p>On August 7-11, 2019, Our Evening News Anchor, assisted in a Gray corporate recruiting event at the National Association of Black Journalists.</p>

August 29, 2019, Our Digital Sales Manager and News Director participated and recruited at the University of Nevada, Reno Fall Career and Internship Expo.

February 13, 2020 Our Digital Sales Manager and News Director participated in the University of Nevada Career and Internship Fair and spoke with approximately 30 University students about television careers in journalism, sales and engineering.

KOLO-TV
EEO PUBLIC FILE REPORT¹
06/01/2020-05/31/2021

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
PHOTOJOURNALIST	1,7,9,10,12, 20,22,23,24,31,35,36,37	1
VIDEO EDITOR	1,6,7,10,20,22,23,24,25,31,35,36,37	22
EXECUTIVE PRODUCER	1,7,9,10,12,20,22,23,24,25,31,35,36,37	25
COPY COORDINATOR/SALES ASSISTANT	1,7,10,12,20,22,23,24,25,31,35,36,37	25
MULTIMEDIA JOURNALIST	1,7,10,12,20,22,23,24,31,35,36,37	1
TECHNICAL DIRECTOR TMP	1,7,10,12,20,22,23,24,30,31,35,36, 37	30
VIDEO EDITOR	1,6,7,10,12,20,22,23,24,25,31,35, 36, 37	1

¹ This report was revised in April 2022 to correct reporting discrepancies.

KOLO-TV
EEO PUBLIC FILE REPORT
06/01/2020-05/31/2021

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	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	6
2	Renohelpwanted.com (fee) 1 Civic Center Plaza #506 Poughkeepsie, NY 12601 Phone: 1-800-365-8630 Post at: www.renohelpwanted.com	N	
3	Reno Gazette-Journal (fee) 955 Kuenzli Street Reno NV 89512 Phone: 775-348-7355 Email: lmacula@rgj.com	N	
4	Truckee Meadows Community College 7000 Dandini Blvd Reno NV 89512 Phone: 775-673-7063 Job Board Fax: 775-673-7268 Post at: www.tmcc.edu	N	
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: www.medialine.com	N	
6	NAB Educational Foundation (fee) 1771 N Street, N.W Washington DC 20036 Phone: 202-429-5498 Post at: www.broadcastcareerlink.org	N	2

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
8	Career Choices (fee) 6880 S. McCarran Blvd, #7 Reno NV 89509 Phone: 775-826-2555 Email: lisa@career-choices.com	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
11	Jobing.com (fee) Phone: 775-786-7171 Post at: www.reno.jobing.com	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
13	Society of Broadcast Engineers 9102 N. Meridian Street #150 Indianapolis, IN 46260 Phone: 317-846-9000 FAX: 765-846-9120 Email: kjones@sbe.org	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
14	Alliance for Women in Media (fee) 1760 Old Meadow Road, #500 McLean, VA 22102 Phone: 703-506-3290 Post at: www.awrt.org	N	
15	Internal Hire/Promotion	N	
16	RTDNA (fee) 1600 K Street N.W. # 700 Washington DC 20006 Phone: 202-659-6510 Post at: www.rtdna.org/channel/find_a_job	N	
17	Advertising Association of Northern NV (fee) Attn: Kerri Garcia 299 S. Arlington Avenue Reno NV 89502 Phone: 775-827-7311 Post at: www.aafreno.com	N	
18	Nevada Job Connect 4001 S. Virginia, Reno, NV 89502 Phone: 775-834-1970 Fax: 775-834-1983 Post at: www.nevadajobconnect.com	N	
19	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
21	Media Bistro/Tvspy (fee) 475 Park Avenue South, 4th Floor New York, New York 10016 Phone: 212-389-2000 Fax: 866-880-1429 Post at: www.mediabistro.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	1
23	Indeed.com https://employers.indeed.com/post-job	N	2
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
25	Employee Referral	N	6
26	Non-Employee Referral	N	
27	National Association of Hispanic Journalists (fee) 1000 National Press Blvd Washington DC 20047 Phone: 202-662-7145 Post at: www.nahjcareercenter.com	N	
28	National Association of Black Journalists (fee) University of Maryland 8701-A Adelphi Road Adelphi, MD 20783 Phone: 866-479-NABJ Post at: www.careerservices.nabj.org	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
29	Poynter Institute for Journalism (fee) Post at: www.careers.poynter.org/hr	N	
30	LinkedIn (fee) 7621 Little Ave. Suite 212 Charlotte NC 28226-9926 800-797-7355, 4101 Linkedin.com	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
32	National Press Photographers Association 3200 Croasdaile Drive Ste. 306 Durham, NC 27705 Phone: 919-383-7246 Fax: 919-383-7261 Post at: www.nppa.org	N	
33	B-Roll.Net (News Openings Only-fee) Attn: Kevin Johnson 1623 D Street NE Washington, DC 20002 Phone: 202-470-5396 Fax: 270-837-3491 Post at: www.broll.net	N	
34	Media Match Post at: https://www.media-match.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	2
TOTAL INTERVIEWEES OVER REPORTING PERIOD			20

KOLO-TV
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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Participate in event sponsored by organizations representing community groups	General Manager is on the Nevada Broadcasters board of directors, monthly meetings are held to plan and execute scholarship awards for future broadcasters in Nevada. Two annual events are held where students are given information on applying for said Broadcast scholarships.
2	Participate in a Scholarship Program	<p>On 9/10/2020, our station participated in a virtual career fair with University of Nevada-Reno (UNR). Participants were invited schedule one-on-one virtual meetings with recruiters.</p> <p>On 4/1/2021, our station participated in the UNR All Major Career and Internship Fair. Our news director talked one-on-one virtually with a number of students and graduates about careers in broadcasting at KOLO-TV, possible positions at KOLO and Internships.</p>
3	EEO Management Training	July 9-August 2020 our General Manager participated in a training series “Foundations in Diversity, Equity and Inclusion; from Adaway Consulting, a program developed for Gray Television. Information covered in this training included: how biases influence interaction and decision making and way to mitigate the, how to identify and avoid implicit bias and microaggression in media, how to champion equity and inclusion, handling conflict, how to avoid common faux pas made regarding gendered language, race, class and ability, how to apologize effectively.

	<p>On November 19, 2020, our Office Manager participated in The FCC's Equal Employment Opportunity Rules: A Webinar for Gray Television Stations presented by Joan Stewart of Wiley Rein, LLP to employees of Gray Television Licensee, LLC.</p>
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ATTACHMENT B

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Technical Operator/Director	Date Filled: 07/22/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 3

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	2
4	Truckee Meadows Community College 7000 Dandini Blvd Reno NV 89512 Phone: 775-673-7063 Job Board Fax: 775-673-7268 Post at: www.tmcc.edu	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
18	Nevada Job Connect 4001 S. Virginia, Reno, NV 89502 Phone: 775-834-1970 Fax: 775-834-1983 Post at: www.nevadajobconnect.com	N	

20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	
30	LinkedIn 7621 Little Ave. Suite 212 Charlotte NC 28226-9926 800-797-7355, 4101 LinkedIn.com	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray People Matter ATS http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Technical Operator/Director

Station Management reserves the right to hire within the minimum and maximum deadlines.
Applicants will be notified of Position Closing.

KOLO-TV is in need of an experienced Technical Operator/Director for their Evening Shows (3pm-12am.) The individual will be responsible for the station's on-air elements, such as directing newscasts, studio recordings, master control and various production related tasks. Candidate must have a basic knowledge of live news production, master control automation and editing.

KNOWLEDGE, SKILL & ABILITY:

- Knowledge of newscast technical operation is expected.
- Knowledge of master control operation is recommended.
- Experience with Ross overdrive switcher, ENPS, Harris automation and Edius/Premier Editors preferred.

EDUCATION OR FORMAL TRAINING:

Experience in television production preferred.

Salary based on experience.

PLEASE SUBMIT RESUMES ONLINE VIA PEOPLEMATTER

<https://my.peoplesmatter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=980e84c2-9d43-4052-8d85-a8d3012d82d2&referrerUrl=https://gray.tv/careers>

By email to openings@kolotv.com

NO PHONE CALLS PLEASE

Only if you don't have electronic access, please mail your resume to:

KOLO-TV

Attn: Technical Operator Opening

4850 Ampere Drive

Reno, NV 89502

KOLO-TV/Gray Television Group, Inc. is a drug-free company and requires pre-employment drug testing. EOE Gray Television Group, Inc. is an equal opportunity employer and does not discriminate because of race, color, creed, religion, sex, national origin, age, physical handicap or marital status. Discriminatory employment practices are specifically prohibited by the Federal Communications Commission. If you believe your Equal Employment Rights have been violated, you may contact the FCC in Washington, D.C. 20054, or other appropriate state or local agencies. **KOLO-TV/Gray Televisions Group, Inc. Participates in E-Verify.**

Miriam Gonzalez

From: Miriam Gonzalez
Sent: Friday, June 14, 2019 10:41 AM
To: Collective Talent; Denise@nevadabroadcasters.org; Express Employment Professionals; Julie-NV Dept Unempl9yment; Patrick Th9mas; Pr9Net; 'slizik@602c9mmunicati9ns.c9m'; suzanne@nevadabr9adcasters.9rg
Cc: Miriam G9nzalez
Subject: KOLO J9b Openings
Attachments: KOLO-c9py c99rdinat9r.d9c; KOLO-Tech Operat9r p9sting.d9c

Happy Friday everyone,

Can you please post the attached positions for KOLO?

Marketing Assistant/Copy Coordinator
Technical Operator/Director

Miriam Gonzalez
Office Manager
KOLO-TV
4850 Ampere Drive
Reno, NV 89502
775-351-0214 direct line
775-284-2630 fax



KOLO-TV
ABBREVIATED VACANCY DATA FORM

Full-Time Job Title: Technical Operator/Director	Date Filled: 10/09/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: <i>See Note Below</i>

Note: Please see the Vacancy Data Form for the Technical Operator/Director position filled on 7/22/2019 for recruitment source information and related documentation. The recruitment efforts used to fill that position, as well as the same interviewees, also apply to this position.

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Producer	Date Filled: 08/12/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 5

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	2
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: www.medialine.com	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	

20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
30	LinkedIn 7621 Little Ave. Suite 212 Charlotte NC 28226-9926 800-797-7355, 4101 LinkedIn.com	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	2

Miriam Gonzalez

From: jobs@tvjobs.com
Sent: Wednesday, March 20, 2019 5:24 PM
To: openings
Subject: TVJobs.com - News Producer listing reinstated

JOB POSTING NOTIFICATION FROM TVJOBS

Miriam Gonzalez,

Your "News Producer" position was just re-instated in the TVJobs Database and is now available online...

Station : KOLO
Position: News Producer
Category: News - Producers
Database: Television
Job ID : TVJ#34345599
Posted : 3/20/2019
Expires : 5/19/2019
Status : Registered Employer - Job Re-instated Ad Text :

News Producer

News Producer

KOLO 8 New Now has an immediate opening for an experienced Newscast Producer. The newscast must be produced in a journalistically and ethically sound manner while maintaining energy and creativity. The Producer must also supervise those news staff members, as assigned, for the production of the newscasts.

-Oversee news content (on air, online and social networking). -Manage content throughout the week and oversee the planning of newscast stories/interviews. -Work with anchors, producers and reporters to be consistent with the KOLO 8 News Now brand. -Enforce the strategic plan for on air news and KOLO News Now. -Write for newscast, website and social networking. -Approve scripts in the newscast. -Assist News Director and Executive Producers in providing weekly critiques of staff performance, planning sweeps, and other special projects and duties as assigned.

Applicants must be prepared to work nights or early morning shifts.

EDUCATION OR FORMAL TRAINING: -College degree in journalism, related field, or equivalent job experience. -Two years line producing experience preferred.

OTHER: -Willing to reside within 30 minutes of station. -Able to work nights.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY

<https://my.peoplesmatter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=645428c6-9e24-4702-bdfb-a74e015cae50&refererUrl=https://gray.tv/careers>

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Notes:

1. We recommend that you either save or print this page and provide the above Job ID number to a TVJobs administrator in any future correspondence concerning this ad.
2. We recommend that you print this page and include it with your EOE file for this position as confirmation that this job was posted for the above duration at TVJobs (<http://www.tvjobs.com>)
3. We will send notification of pending expiration prior to the expiration date to enable you to extend the job, if necessary. Should you need this job extended, e-mail admin@tvjobs.com, supply reference number and amount of additional time needed. We are happy to extend the position for you.
4. If no extension is needed, the job will be automatically removed at 1 am PST on 5/19/2019.
5. If for any reason you need the listing removed early, e-mail admin@tvjobs.com, supply reference number and reason for removal.
6. If you would like to verify that the actual job listing is online, point your browser to:

<http://www.tvjobs.com/cgi-bin/JOB?ID=8554141262412518>

TIP! The above address is a good way to check on the status of this position. Keep this address where you can easily find it.

Thank you very much for posting your available positions at TVJobs.
If we can be of any further assistance, don't hesitate to ask.

Best Regards

Mark C. Holloway
Broadcast Employment Services
TVJobs
admin@tvjobs.com

>>This message has been automatically generated by TVJobs to help you
>>manage your online jobs.<<

KOLO-TV
ABBREVIATED VACANCY DATA FORM

Full-Time Job Title: Producer	Date Filled: 09/16/2019
Recruitment Source ("RS") Referring Hiree: LinkedIn	Total Number of Interviewees: <i>See Note Below</i>

Note: Please see the Vacancy Data Form for the Producer position filled on 8/12/2019 for recruitment source information and related documentation. The recruitment efforts used to fill that position, as well as the same interviewees, also apply to this position.

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Sales Account Executive	Date Filled: 06/18/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 7

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	2
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: www.medialine.com	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	

20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	2
23	Indeed.com https://employers.indeed.com/post-job	N	3
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Sales Account Executive

KOLO-TV has an opening for an Account Executive. The individual will help maintain and develop new business by positioning and selling all KOLO advertising platforms, which include KOLO-TV and various digital products.

Responsibilities: Focus on Generating new revenue through selling commercial and Digital advertising. Create and Present advertising strategies for Local businesses incorporating TV, online, and digital mediums.

Qualifications: Be a team player! Strong organizational skills, written and presentation skills. Be proficient in Microsoft Office products: Outlook, Excel, Power Point, and Word. Willing to learn, and have a Professional appearance. Knowledge of digital and social media is preferred. Strong Relationship building, Follow up, and Customer service skills is a must.

This position is full-time at 40 hours a week. Full-time employment includes all currently offered company benefits at time of hire.

HOW TO APPLY

Online

<https://my.peplematter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=e43ddf-a2-765d-4545-bc02-a7290147619c&refererUrl=https://gray.tv/careers>

Send resume via email to openings@kolotv.com

NO PHONE CALLS PLEASE

Only if you don't have electronic access, please mail your resume to:
KOLO-TV

Attn: Human Resources
4850 Ampere Drive
Reno, NV 89502

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Miriam Gonzalez

From: Miriam Gonzalez
Sent: Thursday, March 7, 2019 10:01 AM
To: 'billeb_michaelsmedia.com'; 'ccnmainfob_ccnma.org'; Deniseb_nevadabroadcasters.org; 'Express_Employment_Professionals'; 'jtenpenny@washoeschools.net'; 'jthurman@nevadaworks.com'; Patrick_Thomas; ProNet; 'slizik@602communications.com'; steveski@dcatalent.com; suzanne@nevadabroadcasters.org
Subject: KOLO Job Openings
Attachments: KOLO-Sales Account Executive Job Posting 2018 II.DOC; KOLO-Vide8 Edit8r j8b p8sting 030218.di c; KOLO-MMJ Pi sting 03 05 2019.di c
Importance: High

Hi everyone,

When you get a chance, could you post the following openings for us?

Thanks for all your help.

Miriam Gonzalez
Office Manager
KOLO-TV
4850 Ampere Drive
Reno, NV 89502
775-351-0214 direct line
775-284-2630 fax



KOLO-TV
ABBREVIATED VACANCY DATA FORM

Full-Time Job Title: Sales Account Executive	Date Filled: 10/21/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: <i>See Note Below</i>

Note: Please see the Vacancy Data Form for the Sales Account Executive position filled on 6/19/2019 for recruitment source information and related documentation. The recruitment efforts used to fill that position, as well as the same interviewees, also apply to this position.

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Video Editor	Date Filled: 06/17/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 3

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	3
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: www.medialine.com	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	

20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Video Editor

KOLO 8 News Now has an immediate opening for a full-time news editor. The ideal candidate will have a positive attitude, geared towards a high paced news environment. This is an entry-level position with high potential to advance within the company.

- Edit video throughout the day for live newscasts under tight deadlines, as directed by the news producers, chief photographer and executive producer.
- Send and receive feeds from photographers and reporters for quick turnaround.
- Post and update multi-media content on www.kolotv.com, Facebook, Twitter and other digital platforms as assigned.
- Manage transfer of video through FTP, satellite, and microwave.
- Maintain editing systems and archives.
- Assist newsroom personnel with questions and problems with editing system

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field or equivalent job experience.
- Familiarity with Grass Valley Edius and ENPS a plus.

OTHER:

- Willing to reside within 30 minutes of station.
- Able to work nights, weekends or overnights, as well as flexibility to work overtime during breaking news situations.
- A clean DMV record is required.
- KOLO-TV / Gray Television has a no-tolerance drug policy and conducts both pre-employment and random drug screens.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY

<https://my.peoplesmatter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=1c984f8f-af2b-40f7-948a-a74e015d5149&refererUrl=https://gray.tv/careers>

NO PHONE CALLS PLEASE

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Miriam Gonzalez

From: Handshake <handshake@notifications.joinhandshake.com>
Sent: Tuesday, March 26, 2019 6:45 PM
To: openings
Subject: You have a new notification on Handshake



You have a new notification

Hello Miriam,



Courtney Palmer approved the job Video Editor at University of Nevada, Reno

less than a minute ago

Not a notification you're interested in? You can [change your notification preferences](#). If you don't want to hear from us at all again you can unsubscribe [from all Handshake notifications](#)

Handshake Headquarters
P.O. Box 40770, San Francisco, CA 94140



**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Multi Media Journalist	Date Filled: 06/24/2019
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 6

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	2
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 Phone: 1-800-237-8073 Post at: www.medialine.com	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	

20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	1
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
25	Employee Referral	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	2



Job Posting

Multi-Media Journalist / Reporter

Posting Date: March 5, 2019

Minimum Deadline for Submission: Ongoing

Maximum Deadline for Submission: Ongoing

Station Management reserves the right to hire within the minimum and maximum deadlines.

The Multi-Media Journalist / Reporter has the general responsibility of gathering and producing content for air and for use online. Covering breaking news is the priority. MMJ's also must be creative and generate content that finds the human angle of the story to appeal to the core needs of a Northern Nevada audience.

Candidates must be prepared to work nights, mornings or weekends.. Solid news judgment is essential, along with an ability to work quickly and efficiently with limited oversight on weekends.

When breaking news happens, we want aggressive journalists who want to be on the front lines, whether those lines involve protests, blizzards or wildfires.

- Create news content (on air, online and social networking).
- Manage content throughout the week and oversee the planning of newscast stories/interviews.
- Work with anchors, producers and managers to be consistent with the KOLO 8 News Now brand.
- Must be able to shoot video and edit. Knowledge of ENPS and Edius are a plus.
- Must be comfortable in live and breaking news situations.
- May be called upon to fill in, producing newscasts.

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field, or equivalent job experience.
- Two years reporting/MMJ experience preferred.
- Producing experience a plus.

OTHER:

- Willing to reside within 30 minutes of station.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY

<https://my.peoplematter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=9265a033-eff0-4186-a3ab-a7df0116964c&refererUrl=https://gray.tv/careers>

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Miriam Gonzalez

From: MediaLine <noreply@medialine.com>
Sent: Thursday, March 21, 2019 4:25 AM
To: openings
Subject: Your Job Listing is Live!

Hello,

Please allow this to serve as your EEO confirmation of receipt of the following job listing(s) :

Company: KOLO-TV

Posted date: 2019-03-21 00:29:31

Job(s): Multi-Media Journalist / Reporter

Link to job listing: <https://medialine.com/job/32651/>

The listing(s) will run for 30 days on our national television job listing service and then automatically remove itself from the system unless you have indicated a different stop time.

If you have any questions or if we can assist you in any way, please feel free to contact us at:

Thank you for using MediaLine,

Rich Everitt President, Medialine.com 1209 Wood Valley Rd. Augusta, GA 30909 Phone: 706.364.7564 Email: Rich@medialine.com

KOLO-TV
ABBREVIATED VACANCY DATA FORM

Full-Time Job Title: Multi Media Journalist	Date Filled: 08/19/2019
Recruitment Source (“RS”) Referring Hiree: Indeed.com	Total Number of Interviewees: <i>See Note Below</i>

Note: Please see the Vacancy Data Form for the Multi Media Journalist position filled on 6/24/2019 for recruitment source information and related documentation. The recruitment efforts used to fill that position, as well as the same interviewees, also apply to this position.

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Copy Coordinator	Date Filled: 08/05/2019
Recruitment Source ("RS") Referring Hiree: Indeed.com	Total Number of Interviewees: 5

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	1
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	1
23	Indeed.com https://employers.indeed.com/post-job	N	2
25	Employee Referral	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1	N	

	Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com		
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Copy Coordinator

Posting Date: May 22nd 2019

Minimum Deadline for Submission: June 5th 2019

Maximum Deadline for Submission: June 14th 2019

Station Management reserves the right to hire within the minimum and maximum deadlines.
Applicants will be notified of Position Closing.

KOLO-TV is in need of a Copy Coordinator. The main job responsibilities are to manage daily commercial and program content flow for over the air broadcast. Which include uploading/downloading commercials prepping them for air and entering info in system making certain spots air in proper rotation. Scheduling and Managing Programming on various platforms.

General Responsibilities include and are not limited to.

- * Download/Upload commercials from clients and prepping them for Air
- * Enter client commercial instructions into system.
- * Schedule Programming on various platforms
- * Communicate with various departments and clients with changes in programming, discrepancies or commercial issues.
- * Maintain proper inventory and records of commercials, archiving.

The position requires outstanding organizational skills, time management, attention to detail and self-motivation. The ability to communicate effectively is a must. Wide Orbit Media software, or other television media software experience strongly preferred. Must be proficient in Microsoft Office products: Outlook, Excel, Power Point, and Word.

This position is full-time at 40 hours a week. Full-time employment includes all currently offered company benefits at time of hire.

PLEASE APPLY ONLINE

<https://my.peoplematter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=de57b4d8-b903-4521-95e7-aa55015b37fd&refererUrl=https://gray.tv/careers>

KOLO-TV/Gray Television Group, Inc. is a drug-free company and requires pre-employment drug testing. EOE Gray Television Group, Inc. is an equal opportunity employer and does not discriminate because of race, color, creed, religion, sex, national origin, age, physical handicap or marital status. Discriminatory employment practices are specifically prohibited by the Federal Communications Commission. If you believe your Equal Employment Rights have been violated, you may contact the FCC in Washington, D.C. 20054, or other appropriate state or local agencies. KOLO-TV/Gray Televisions Group, Inc. Participates in E-Verify.

Miriam Gonzalez

From: Miriam Gonzalez
Sent: Wednesday, May 22, 2019 2:10 PM
To: 'Collective Talent'; 'Denise@nevadabroadcasters.org'; 'Express Employment Professionals'; 'Julie-NV Gept Unemployment'; Patrick Thomas; 'ProNet'; 'slizik@602communications.com'; 'suzanne@nevadabroadcasters.org'
Subject: KOLO Opening for Copy Coordinator
Attachments: KOLO-copy coordinator.doc

Hi everyone,

Can you please post the following position when you get a chance.

**Miriam Gonzalez
Office Manager
KOLO-TV
4850 Ampere Drive
Reno, NV 89502
775-351-0214 direct line
775-284-2630 fax**



5/20
1:00 PM

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Photojournalist	Date Filled: 08/31/2020
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 4

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	2
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno	N	

	1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers		
23	Indeed.com https://employers.indeed.com/post-job	N	2
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

News Photojournalist

KOLO 8 News Now has an immediate opening for a full-time news photographer. The ideal candidate will have a positive attitude geared towards a high paced news environment. This position is meant to be a storyteller. Whether working with a reporter, MMJ or alone, KOLO News Photojournalists are expected to be able to produce great visual storytelling.

- Shoot and edit video throughout the day for live newscasts under tight deadlines, as directed by the news producers, chief photographer and executive producer.
- Safely operate microwave ENG vehicles as well as TVU live streaming devices.
- Post and update multi-media content on www.kolotv.com, Facebook, Twitter and other digital platforms as assigned.
- Be capable of operating in an active news environment, with breaking news that includes an emphasis on wildfires and flooding.
- Must be team oriented, capable of working well with the reporters/MMJs and must be able to communicate well with the newsroom.

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field or equivalent job experience.
- Familiarity with Grass Valley Edius and ENPS a plus.

OTHER:

- Willing to reside within 30 minutes of station.
- Able to work nights, weekends or overnights, as well as flexibility to work overtime during breaking news situations.
- A clean DMV record is required.
- KOLO-TV / Gray Television has a no-tolerance drug policy and conducts both pre-employment and random drug screens.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY

www.peoplematter.com

KOLO-TV/Gray Television Group, Inc. is a drug-free company and requires pre-employment drug testing. EOE Gray Television Group, Inc. is an equal opportunity employer and does not discriminate because of race, color, creed, religion, sex, national origin, age, physical handicap or marital status. Discriminatory employment practices are specifically prohibited by the Federal Communications Commission. If you believe your Equal Employment Rights have been violated, you may contact the FCC in Washington, D.C. 20054, or other appropriate state or local agencies. **KOLO-TV/Gray Televisions Group, Inc.** Participates in E-Verify.

⏪ Reply all ✓ 🗑 Delete 🗑 Junk Block sender ...

Fw: Job Posting Confirmation: Photojournalist @ KOLO-TV (7/1/2020)



201 WINDHOLE STREET, 20TH FLOOR
Montgomery, AL 36104

Office: 334.229.0328

Fax: 334.223.1863

Email: jerrilyn.crowe@gray.tv

Website: www.gray.tv

From: Angela Hagedorn <angela.hagedorn@kolotv.com>

Sent: Tuesday, June 30, 2020 5:35 PM

To: Jerrilyn Crowe <jerrilyn.crowe@gray.tv>; bille@michaelsmedia.com; ccnmainfo@ccnma.org;
Suzanne Smith <suzanne@nevadabroadcasters.org>; jtenpenny@washoeschools.net;
jthurman@nevadaworks.com; Audrey Owsley <audrey.owsley@kolotv.com>;
slizik@602communications.com; steveski@dcalent.com; michele.davies@expresspros.com

Subject: FW: Job Listings-KOLOTV

Importance: High

Hi Everyone, please post this job listing for us.

Thank you for your help!

Kind regards,

Angela Hagedorn | Copy Coordinator | Human Resources
4850 Ampere Dr. Reno, NV. 89502 | (p)775-351-0214

Angela.hagedorn@gray.tv

kolo-traffic@gray.tv

I am working from home due to COVID-19.

Please call me on my cell 775-762-2723

instead of my direct line. Thank you!



Reply | Forward

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Video Editor	Date Filled: 8/24/20
Recruitment Source ("RS") Referring Hiree: University of Reno	Total Number of Interviewees: 4

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	1
6	NAB Educational Foundation (fee) 1771 N Street, N.W Washington DC 20036 Phone: 202-429-5498 Post at: www.broadcastcareerlink.org	N	1
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	1
23	Indeed.com https://employers.indeed.com/post-job	N	
24	California Chicano News Media Association	N	

	<p>ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/</p>		
25	Employee Referral	N	1
31	<p>NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com</p>	N	
35	<p>Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com</p>	N	
36	<p>Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com</p>	N	
37	<p>Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers</p>	N	



Job Posting

Video Editor

KOLO 8 News Now has an immediate opening for a full-time news editor. The ideal candidate will have a positive attitude, geared towards a high paced news environment. This is an entry-level position with high potential to advance within the company.

- Edit video throughout the day for live newscasts under tight deadlines, as directed by the news producers, chief photographer and executive producer.
- Send and receive feeds from photographers and reporters for quick turnaround.
- Post and update multi-media content on www.kolotv.com, Facebook, Twitter and other digital platforms as assigned.
- Manage transfer of video through FTP, satellite, and microwave.
- Maintain editing systems and archives.
- Assist newsroom personnel with questions and problems with editing system

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field or equivalent job experience.
- Familiarity with Grass Valley Edius and ENPS a plus.

OTHER:

- Willing to reside within 30 minutes of station.
- Able to work nights, weekends or overnights, as well as flexibility to work overtime during breaking news situations.
- A clean DMV record is required.
- KOLO-TV / Gray Television has a no-tolerance drug policy and conducts both pre-employment and random drug screens.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY

<https://my.peoplematter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=1c984f8f-af2b-40f7-948a-a74e015d5149&refererUrl=https://gray.tv/careers>

NO PHONE CALLS PLEASE

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Miriam Gonzalez

From: Handshake <handshake@notifications.joinhandshake.com>
Sent: Tuesday, March 26, 2019 6:45 PM
To: openings
Subject: You have a new notification on Handshake



You have a new notification

Hello Miriam,



Courtney Palmer approved the job Video Editor at University of Nevada, Reno

less than a minute ago

Not a notification you're interested in? You can [change your notification preferences](#). If you don't want to hear from us at all again you can unsubscribe [from all Handshake notifications](#)

Handshake Headquarters
P.O. Box 40770, San Francisco, CA 94140



**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Executive Producer	Date Filled: 09/08/20
Recruitment Source ("RS") Referring Hiree: Employee Referral	Total Number of Interviewees: 3

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	

24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
25	Employee Referral	N	3
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

News Producer

KOLO 8 New Now has an immediate opening for an experienced Newscast Producer. The newscast must be produced in a journalistically and ethically sound manner while maintaining energy and creativity. The Producer must also supervise those news staff members, as assigned, for the production of the newscasts.

- Oversee news content (on air, online and social networking).
- Manage content throughout the week and oversee the planning of newscast stories/interviews.
- Work with anchors, producers and reporters to be consistent with the KOLO 8 News Now brand.
- Enforce the strategic plan for on air news and KOLO News Now.
- Write for newscast, website and social networking.
- Approve scripts in the newscast.
- Assist News Director and Executive Producers in providing weekly critiques of staff performance, planning sweeps, and other special projects and duties as assigned.

Applicants must be prepared to work nights or early morning shifts.

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field, or equivalent job experience.
- Two years line producing experience preferred.

OTHER:

- Willing to reside within 30 minutes of station.
- Able to work nights.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY
www.PeopleMatter.com

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Fw: Job Posting Confirmation: Video Editor & Executive Prod. @ KOLO-TV (7/21/2020)

Thank you,



Jerrilyn Crowe
Gray Television, Inc.
HR Generalist

201 Monroe Street, 20th Floor
 Montgomery, AL 36104
Office: 334.229.0328
Fax: 334.223.1863
Email: jerrilyn.crowe@gray.tv
Website: www.gray.tv

From: Angela Hagedorn <angela.hagedorn@kolotv.com>

Sent: Monday, July 20, 2020 1:54 PM

To: bille@michaelsmedia.com; ccnmainfo@ccnma.org; Diane@nevadabroadcasters.org;
michele.davies@expresspros.com; jtenpenny@washoeschools.net; jthurman@nevadaworks.com;
 Audrey Owsley <audrey.owsley@kolotv.com>; dcastle@join.net; slizik@602communications.com;
steveski@dcatalent.com; Jerrilyn Crowe <jerrilyn.crowe@gray.tv>

Cc: Stanton Tang <stanton.tang@kolotv.com>

Subject: KOLO Job Openings

Importance: High

Hi Everyone,

Please post the following openings for KOLO.

Thank you for your support!

Stay healthy and safe!

Angela Hagedorn | Copy Coordinator | Human Resources
 4850 Ampere Dr. Reno, NV. 89502 | (p)775-351-0214
Angela.hagedorn@gray.tv
kolo-traffic@gray.tv

*I am working from home due to COVID-19.
 Please call me on my cell 775-762-2723
 instead of my direct line. Thank you!*



**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Copy Coordinator/Sales Marketing	Date Filled: 11/30/2020
Recruitment Source ("RS") Referring Hiree: Employee Referral	Total Number of Interviewees: 2

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	1
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 Phone: 800-374-0119 Post at: www.tvjobs.com	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	

22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
25	Employee Referral	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Marketing Assistant/Copy Coordinator

Posting Date: October 12, 2020

Minimum Deadline for Submission: Oct 12, 2020

Maximum Deadline for Submission: until filled

Station Management reserves the right to hire within the minimum and maximum deadlines.
Applicants will be notified of Position Closing.

KOLO-TV is in need of a Marketing Assistant and Copy Coordinator. The main job responsibilities are to manage daily commercial and program content flow for over the air broadcast. Which include uploading/downloading commercials prepping them for air and entering info in system making certain spots air in proper rotation. Scheduling and Managing Programming on various platforms.

General Responsibilities include and are not limited to.

- Download/Upload commercials from clients and prepping them for Air
- Enter client commercial instructions into system.
- Schedule Programming on various platforms
- Communicate with various departments and clients with changes in programming, discrepancies or commercial issues.
- Maintain proper inventory and records of commercials, archiving.
- Order entry
- Reconciling billing discrepancies
- Assist with Regional and Local sales as needed
- Assist with processing all AP, AR and HR related paperwork

The position requires outstanding organizational skills, time management, attention to detail and self-motivation. The ability to communicate effectively is a must. Wide Orbit Media software, or other television media software experience strongly preferred. Must be proficient in Microsoft Office products: Outlook, Excel, Power Point, and Word.

This position is full-time at 40 hours a week. Full-time employment includes all currently offered company benefits at time of hire.

PLEASE APPLY ONLINE

<https://my.peoplematter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=de57b4d8-b903-4521-95e7-aa55015b37fd&refererUrl=https://gray.tv/careers>

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Fw: KOLOTV JOB POSTING FOR MARKETING ASSISTANT-COPY COORDINATOR



Angela Hagedorn

Thu 3/24/2022 2:22 PM

To: Angela Hagedorn



 Marketing Asst Copy Coordinator ...
69 KB

From: Angela Hagedorn <angela.hagedorn@kolotv.com>

Sent: Thursday, March 24, 2022 2:17 PM

To: Angela Hagedorn <angela.hagedorn@kolotv.com>

Subject: Fw: KOLOTV JOB POSTING FOR MARKETING ASSISTANT-COPY COORDINATOR

From: Angela Hagedorn

Sent: Sunday, October 11, 2020 5:39 PM

To: Audrey Owsley <audrey.owsley@kolotv.com>; Diane Stauffer <diane@nevadabroadcasters.org>; jtenpenny@washoeschools.net <jtenpenny@washoeschools.net>; dcastle@join.net <dcastle@join.net>; jfrost@nvdetr.org <jfrost@nvdetr.org>; slizik@602communications.com <slizik@602communications.com>; jthurman@nevadaworks.com <jthurman@nevadaworks.com>; michele.davies@expresspros.com <michele.davies@expresspros.com>; Jerrilyn Crowe <jerrilyn.crowe@gray.tv>; GrayTV - Jobs <GrayTV.Jobs@gray.tv>

Cc: John Fiorelli <john.fiorelli@kolotv.com>

Subject: KOLOTV JOB POSTING FOR MARKETING ASSISTANT-COPY COORDINATOR

Hi Everyone, kindly post to your site when you get a chance. Thank you so much for your help!

Stay healthy and safe!

Angela Hagedorn | Copy Coordinator | Human Resources

4850 Ampere Dr. Reno, NV. 89502 | (p)775-351-0214

Angela.hagedorn@gray.tv

kolo-traffic@gray.tv

I am working from home due to COVID-19.

Please call me on my cell 775-762-2723

instead of my direct line. Thank you!

**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Multimedia Journalist/MMJ	Date Filled: 12/07/2020
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 3

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	1
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	

24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	2



Job Posting

Multi-Media Journalist / Reporter

Minimum Deadline for Submission: Ongoing
Maximum Deadline for Submission: Ongoing

Station Management reserves the right to hire within the minimum and maximum deadlines.

The Multi-Media Journalist/ Reporter has the general responsibility of gathering and producing content for air and for use online. Covering breaking news is the priority. MMJ's also must be creative and generate content that finds the human angle of the story to appeal to the core needs of a Northern Nevada audience.

Candidates must be prepared to mornings, nights or weekends.. Solid news judgment is essential, along with an ability to work quickly and efficiently with limited oversight on weekends.

When breaking news happens, we want aggressive journalists who want to be on the front lines, whether those lines involve protests, blizzards or wildfires.

- Create news content (on air, online and social networking).
- Manage content throughout the week and oversee the planning of newscast stories/interviews.
- Work with anchors, producers and managers to be consistent with the KOLO 8 News Now brand.
- Must be able to shoot video and edit. Knowledge of ENPS and Edius are a plus.
- Must be comfortable in live and breaking news situations.
- May be called upon to fill in, producing newscasts.

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field, or equivalent job experience.
- Two years reporting/MMJ experience preferred.
- Producing experience a plus.

OTHER:

- Willing to reside within 30 minutes of station.

Salary based on experience.

PLEASE SUBMIT RESUMES ELECTRONICALLY
www.peoplesmatter.com

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RE: KOLO: Job Posting Multi-Media Journalist/Reporter

This message was sent with High importance.

You replied on Mon 11/2/2020 1:00 PM



Angela Hagedorn

Thu 10/29/2020 2:24 PM



To: Audrey Owsley; Diane Stauffer

<diane@nevadabroadcasters.org>; jtenpenny@washoeschools.net; dcastle@join.net; slizik@602communications.com; jthurman@nevadaworks.com; bille@michaelsmedia.com; michele.davies@expresspros.com; GrayTV - Jobs; Jerrilyn Crowe; careers@unr.edu

Cc: Stanton Tang

Hi Everyone, please post the attached to your site. Thank you for your help!

Stay healthy and safe!

Angela Hagedorn | Copy Coordinator | Human Resources

4850 Ampere Dr. Reno, NV. 89502 | (p)775-351-0214

Angela.hagedorn@gray.tv

kolo-traffic@gray.tv

I am working from home due to COVID-19.

Please call me on my cell 775-762-2723

instead of my direct line. Thank you!



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**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Technical Operator/Director	Date Filled: 02/10/2021
Recruitment Source ("RS") Referring Hiree: LinkedIn	Total Number of Interviewees: 1

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street Reno NV 89557 Post at: www.unr.edu/career/employers	N	
23	Indeed.com https://employers.indeed.com/post-job	N	

24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
30	LinkedIn 7621 Little Ave. Suite 212 Charlotte NC 28226-9926 800-797-7355, 4101 Linkedin.com	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Technical Operator/Director

Station Management reserves the right to hire within the minimum and maximum deadlines. Applicants will be notified of Position Closing.

KOLO-TV is in need of an experienced Technical Operator/Director for their Evening Shows (3pm-12am.) The individual will be responsible for the station's on-air elements, such as directing newscasts, studio recordings, master control and various production related tasks. Candidate must have a basic knowledge of live news production, master control automation and editing.

KNOWLEDGE, SKILL & ABILITY:

- Knowledge of newscast technical operation is expected.
- Knowledge of master control operation is recommended.
- Experience with Ross overdrive switcher, ENPS, Harris automation and Edius/Premier Editors preferred.

EDUCATION OR FORMAL TRAINING:

Experience in television production preferred.

Salary based on experience.

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<https://my.peoplematter.com/mja/graytelevision/jobapp/GetStarted?jobOpenings=980e84c2-9d43-4052-8d85-a8d3012d82d2&referrerUrl=https://gray.tv/careers>

By email to openings@kolotv.com

NO PHONE CALLS PLEASE

Only if you don't have electronic access, please mail your resume to:

KOLO-TV

Attn: Technical Operator Opening

4850 Ampere Drive

Reno, NV 89502

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Fw: KOLO JOB POSTING FOR TECHNICAL OPERATOR/DIRECTOR

📎 417 KB

From: Angela Hagedorn

Sent: Monday, November 2, 2020 1:00 PM

To: Audrey Owsley <audrey.owsley@kolotv.com>; Diane Stauffer <diane@nevadabroadcasters.org>; jtenpenny@washoeschools.net <jtenpenny@washoeschools.net>; dcastle@join.net <dcastle@join.net>; slizik@602communications.com <slizik@602communications.com>; jthurman@nevadaworks.com <jthurman@nevadaworks.com>; bille@michaelsmedia.com <bille@michaelsmedia.com>; michele.davies@expresspros.com <michele.davies@expresspros.com>; GrayTV - Jobs <GrayTV.Jobs@gray.tv>; Jerrilyn Crowe <jerrilyn.crowe@gray.tv>; careers@unr.edu <careers@unr.edu>

Cc: Chris Webb <chris.webb@kolotv.com>

Subject: KOLO JOB POSTING FOR TECHNICAL OPERATOR/DIRECTOR

Hi Everyone, see attached and please post to your site. Thank you for your help!

Stay healthy and safe!

Angela Hagedorn | Copy Coordinator | Human Resources

4850 Ampere Dr. Reno, NV. 89502 | (p)775-351-0214

Angela.hagedorn@gray.tv

kolo-traffic@gray.tv

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**KOLO-TV
VACANCY DATA FORM**

Full-Time Job Title: Video Editor	Date Filled: 5/10/2021
Recruitment Source ("RS") Referring Hiree: KOLOTV.COM	Total Number of Interviewees: 3

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 Phone: 775-858-8888 Email: Pat.Thomas@kolotv.com	N	1
6	NAB Educational Foundation (fee) 1771 N Street, N.W Washington DC 20036 Phone: 202-429-5498 Post at: www.broadcastcareerlink.org	N	1
7	Nevadabroadcasters.org Attn: Clay Giffin 1050 Flamingo Road # S-110 Las Vegas, NV 89119 Phone: 702-794-4994 Email: melanie@nevadabroadcasters.org	N	
10	Academy of Arts, Careers & Technology 380 Edison Way Reno NV 89502 Phone: 775-861-4418 Fax: 775-891-4415 Email: jtenpenny@washoeschools.net	N	
12	ProNet 1201 Terminal Way, #100 Reno, NV 89502 Phone: 775-674-5408 FAX: 775-674-5414 Email: dcastle@join.org	N	
20	602 Communications Attn: Sandy Lizik 4349 E. Colter St Phoenix, AZ 85018 Email: slizik@602communications.com	N	
22	University of Nevada, Reno 1664 N. Virginia Street	N	

	Reno NV 89557 Post at: www.unr.edu/career/employers		
23	Indeed.com https://employers.indeed.com/post-job	N	
24	California Chicano News Media Association ASU Walter Cronkite School of Journalist 725 Arizona Ave, Ste 206 Santa Monica, CA 90401 Phone: 424-229-9482 FAX: 424-229-9486 http://ccnma.org/submit-job/	N	
25	Employee Referral	N	1
31	NevadaWorks.com 6490 South McCarran Blvd. Building A #1 Reno, NV 89509 Phone: 775-337-8600 Post at: www.nevadaworks.com	N	
35	Collective Talent 1721 Richardson Place Tampa, FL 33606 813-254-9695 bille@michaelsmedia.com www.collectivetalent.com	N	
36	Express Employment Professionals 3973 S. McCarran Blvd Reno, NV 89502 775-826-4442 Michele.davies@expresspros.com	N	
37	Gray TV Careers http://www.gray.tv/index.php?page=gray-tv-careers	N	



Job Posting

Video Editor

KOLO 8 News Now has an immediate opening for a full-time news editor. The ideal candidate will have a positive attitude, geared towards a high paced news environment. This is an entry-level position with high potential to advance within the company.

- Edit video throughout the day for live newscasts under tight deadlines, as directed by the news producers, chief photographer and executive producer.
- Send and receive feeds from photographers and reporters for quick turnaround.
- Post and update multi-media content on www.kolotv.com, Facebook, Twitter and other digital platforms as assigned.
- Manage transfer of video through FTP, satellite, and microwave.
- Maintain editing systems and archives.
- Assist newsroom personnel with questions and problems with editing system

EDUCATION OR FORMAL TRAINING:

- College degree in journalism, related field or equivalent job experience.
- Familiarity with Grass Valley Edius and ENPS a plus.

OTHER:

- Willing to reside within 30 minutes of station.
- Able to work nights, weekends or overnights, as well as flexibility to work overtime during breaking news situations.
- A clean DMV record is required.
- KOLO-TV / Gray Television has a no-tolerance drug policy and conducts both pre-employment and random drug screens.

Salary based on experience.

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⏪ Reply all ✓ 🗑 Delete 🗑 Junk Block sender ⋮

Fw: KOLO JOB OPENING VIDEO EDITOR

From: Angela Hagedorn

Sent: Wednesday, October 21, 2020 3:55 PM

To: Audrey Owsley <audrey.owsley@kolotv.com>; Diane Stauffer <diane@nevadabroadcasters.org>; jtenpenny@washoeschools.net <jtenpenny@washoeschools.net>; slizik@602communications.com <slizik@602communications.com>; ccnmainfo@ccnma.org <ccnmainfo@ccnma.org>; jthurman@nevadaworks.com <jthurman@nevadaworks.com>; bille@michaelsmedia.com <bille@michaelsmedia.com>; michele.davies@expresspros.com <michele.davies@expresspros.com>; Jerrilyn Crowe <jerrilyn.crowe@gray.tv>; GrayTV - Jobs <GrayTV.Jobs@gray.tv>

Cc: Stanton Tang <stanton.tang@kolotv.com>

Subject: KOLO JOB OPENING VIDEO EDITOR

Hi Everyone,

Please post the job opening for KOLO.

Thank you for your support!

Stay healthy and safe!

Angela Hagedorn | Copy Coordinator | Human Resources
4850 Ampere Dr. Reno, NV. 89502 | (p)775-351-0214

Angela.hagedorn@gray.tv

kolo-traffic@gray.tv

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instead of my direct line. Thank you!



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ATTACHMENT C

KOLO-TV**RECRUITMENT INITIATIVES FORM****June 1, 2019 – May 31, 2020**

	Type of Recruitment Initiative (ex. Job Fair, Internship Program)	Date	Brief Description of Activity & Scope of Broadcaster's Participation <i>(where applicable, include job title(s) of station staff involved in the activity)</i>
1.	Internship Program	Ongoing	<p>KOLO-TV maintains an on-going Internship Program with University of Nevada Reno for students who are interested in a broadcasting career. These internships are offered for the term of one semester and afford students studying communications the opportunity to achieve practical experience in the field. During the reporting period, the station had six (6) Interns, as follows:</p> <p>The station had 4 interns in the past year: three (3) for fall 2019 and one (1) for winter 2020.</p> <p>Interns were trained in all areas of news production, including producing, reporting and editing. One of the interns trained in sports reporting as well.</p>
2.	Participate in event sponsored by organizations representing community groups	Ongoing	<p>In our General Manager's role on the board of directors of the Nevada Broadcasters Association, he works with the Linda and Tony Bonicci Scholarship Foundation which gives scholarships to eligible students for education expenses at the University or Nevada Reno and UNLV. They meet on a quarterly basis to discuss fund raising and election of students that wish to enter the broadcasting industry through the University's Journalism and Communications Schools.</p>
3.	Participate in events sponsored by an educational institution	8/7-11/2019 8/29/2019 2/13/2020	<p>On August 7-11, 2019, Our Evening News Anchor, assisted in a Gray corporate recruiting event at the National Association of Black Journalists.</p> <p>August 29, 2019, Our Digital Sales Manager and News Director participated and recruited at the University of Nevada, Reno Fall Career and Internship Expo.</p> <p>February 13, 2020 Our Digital Sales Manager and News Director participated in the University of Nevada Career and Internship Fair and spoke with approximately 30 University students about television careers in journalism, sales and engineering.</p>



INTERNSHIP AGREEMENT

This Internship Agreement sets forth the terms and conditions of the internship program (the “**Gray Internship Program**”) sponsored by Gray Television Group, Inc. (“**Gray**”). Intern (identified below) hereby agrees to be bound by the terms of this Internship Agreement.

Station and Location: KOLO-TV / Reno, NV

Intern: Carly [REDACTED]

Dates of Internship: January 27, 2020 – May 1, 2020

Hours: Weekdays 10am – 5pm

School: University of Nevada Reno

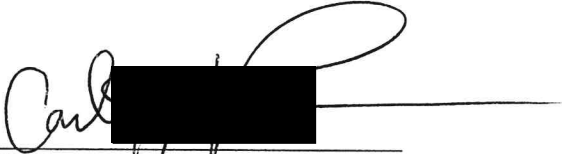
Standard Terms and Conditions

1. I certify that I am at least eighteen (18) years of age on the date of execution of this Agreement and on the first date of my Internship.
2. I acknowledge that I am participating in the Gray Internship Program at the Station, location, and times referenced above. I understand that broadcast operations are unpredictable, and I may be asked to participate outside of my regular scheduled hours. I will not be expected to work for or at Gray as part of the Gray Internship Program.
3. I acknowledge that I am participating in the Gray Internship Program in furtherance of my educational goals and for my own educational interests. I will be solely responsible for completing any requirements necessary to obtain academic credit in connection with my internship, if applicable.
4. I understand that I will not be employed by Gray or the Station. I understand that there is no guarantee of future employment. I understand that the Station does not provide compensation, health insurance, or employee benefits to internship participants. I understand that I will not be permitted to drive a motor vehicle owned by Gray during the Gray Internship Program.
5. I understand that my participation in the Gray Internship Program is conditioned on my compliance with Gray’s drug testing policy, which includes testing prior to commencement of my participation in the Gray Internship Program as well as random testing during the term of my internship.
6. I understand that I am only permitted to ride in a Gray or Station vehicle at the specific request of a Station employee. I understand that I am not permitted to ride in any news

ENG live truck or satellite truck. I also understand that I am not authorized to operate any motor vehicle owned by Gray or Station, or ride in a news ENG live truck or satellite truck owned by Gray or Station under any circumstances.

7. I understand and agree that I must keep confidential and not disclose to anyone outside the Station any information I receive regarding the Station, its programs, news, investigations or otherwise in the course of performing my internship. In addition, I acknowledge that I will be subject to Gray company policies generally applicable to its employees, including, without limitation policies relating to the use of social media and the use of company property. I acknowledge that the applicable Company policies have been provided or otherwise made available to me.

8. I understand that as part of the Gray Internship Program, I may be filmed, photographed or otherwise recorded. I consent to the use, editing, reproduction, exhibit or display of such recordings for advertising and publicity purposes by Gray, its affiliates or their sponsors, or for any other lawful purpose, in any media now known or hereinafter invented. I hereby grant the Company the royalty-free non-exclusive use of, and the right to license others to use, my name, voice, caricature, biography and likeness or any other rights of publicity or indicia of identity in any media whatsoever. I acknowledge and agree that I have no right of approval, no claim to any compensation, and no other claim arising out of any use described herein.


Signature of Intern

1/21/20
Date

*** FORWARD EXECUTED AGREEMENT TO GRAY HUMAN RESOURCES ***