

## EEO PUBLIC FILE REPORT

A station may accumulate the relevant information for the past year (using the previous EEO Internal Job Vacancy Summary Form) and place a complete anniversary of the deadline for filing its license renewal application.

### A. Full-Time Vacancies Filled During Past Year

<b>1. Job Title: Program Director/Ops Manager</b>	<b>Date Filled: 09/23/13</b>
<b>2. Job Title: Sales Rep</b>	<b>Date Filled: 10/07/13</b>
<b>3. Job Title: Sales Rep</b>	<b>Date Filled: 02/10/14</b>
<b>4. Job Title: Promotions Director</b>	<b>Date Filled: 03/20/14</b>
<b>5. Job Title: Program Director</b>	<b>Date Filled: 01/27/14</b>
<b>6. Job Title: Production Director</b>	<b>Date Filled: 02/04/14</b>

**\*\* resulted in hiree**

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

**1. Job Title: Program Director/Ops Manager** **Date Filled: 09/23/13**

Source	Contact Person	Address
*All Access (2x)	Via e-mail	Allaccess.com
IL Center for Broadcasting	Via e-mail	Beonair.com
Saga Communications (2x)	Via e-mail	Sagacom.com

**2. Job Title: Sales Rep** **Date Filled: 10/07/13**

Source	Contact Person	Address
*Illinois State University	Via e-mail	Careercenter.illinoisstate.edu
Capitol Radio Group Radio Ad	David Marquis	3501 E. Sangamon Ave., Springfield, IL
Southern Il University Edwardsville	Terri Gilliam	www.siu.edu
Springfield Chamber Job Fair	Sharon Theison	1011 S 2 <sup>nd</sup> St., Springfield, IL

**3. Job Title: Sales Rep** **Date Filled: 02/10/14**

Referral Source	Contact Person	Address
*Illinois Broadcaster Assn	Debra Gray	lba.ilba.org
Lincoln Land Community College (2x)	Nicole Ralph	Nicole.ralph@lcc.edu
Milliken University	Via e-mail	Collegecentral.com/milliken
University of Illinois Springfield	Via e-mail	Uis.edu/career/jobs

**4. Job Title: Promotions Director** **Date Filled: 03/20/14**

Referral Source	Contact Person	Address
*Capitol Radio Group Radio Ad	Dave Marquis	3501 E. Sangamon Ave., Springfield, IL
Career Fair – UIS (3x)	<a href="mailto:employerrealitions@uis.edu">employerrealitions@uis.edu</a>	One University Plaza, Springfield, IL
Illinois State University	Via e-mail	Careercenter.illinoisstate.edu
Lincoln Land Community College	Nicole Ralph	Nicole.ralph@lcc.edu

**5. Job Title: Program Director** **Date Filled: 01/27/14**

Referral Source	Contact Person	Address
-----------------	----------------	---------

*Saga Communications	Steve Goldstein	Sagacom.com
University of Illinois	Via e-mail	Jobs/Illinois.edu
All Access (3x)	Via e-mail	Allaccess.com

**6. Job Title: Production Director**

**Date Filled: 02/04/14**

Referral Source	Contact Person	Address
*All Access (2x)	Via e-mail	Allaccess.com
Illinois Broadcasters Assn	Debr Gray	lba.ilba.org
South Illinois University	Terri Gilliam	Siu.edu

**C. Total Number of Persons Interviewed For All Full-Time Vacancies Filled During The Past Year (this will be a raw number):**

29

**D. Total Number of Interviews For All Full-Time Vacancies Filled During The Past Year Per Recruitment/Referral Sources:**

Referral Source	Contact Person	Address
All Access.com (7x)	Joel Danver	Allaccess.com
Capitol Radio Group (2x)	Dave Marquis	3501 E. Sangamon Ave., Springfield, IL
IL Broadcasters Assn (2x)	Debra Gray	lba.ilba.org
IL Center for Broadcasting (1x)	Via e-mail	Beonair.com
IL State University (2x)	Via e-mail	Careercenter.illinoisstate.edu
Lincoln Land College (3x)	Nicole Ralph	Nicole.ralph@lcc.edu
Milliken University (1x)	Via e-mail	Collegecentral.com/milliken
Saga Communications (3x)	Steve Goldstein	Sagacom.com
Southern IL University (1x)	Terri Gilliam	<a href="http://www.siu.edu">www.siu.edu</a>
Southern IL University Edwardsville (1x)	Via e-mail	Sue.edu
University of IL Springfield (2x)	Via e-mail	<a href="http://www.uis.edu/career/jobs">www.uis.edu/career/jobs</a>
Springfield Chamber Job Fair (1x)	Sharon Theison	1011 S 2 <sup>nd</sup> St., Springfield, IL
Career Fair – UIS (3x)	<a href="mailto:Employerrelations@uis.edu">Employerrelations@uis.edu</a>	One University Plaza, Springfield, IL

**E. Outreach Activities**

**OUTREACH ACTIVITY DESCRIPTION FORM**

Year: 2013 – 2014	Name of Activity:
-------------------	-------------------

**1. Description of Initiative: Participation in Job Fairs**

**Saga Communications of Illinois has participated in four job fairs:**

**The Greater Springfield Job & Career Fair held April 21, 2014 at the Crowne Plaza Hotel, Springfield Illinois attended by Claire Bitner, Creative Services Coordinator.**

**The Springfield Collegiate Career Fair 2014 held February 20, 2014 at the University of Illinois Springfield, Springfield, Illinois attended by Christian Spain, Promotions Director.**

**Foot in the Door UIS Career Fair held on September 26, 2013 at the University of Illinois campus, Springfield attended by Krystal Mizeur, Promotions Director.**

**The Greater Springfield Job and Career Fair held September 25, 2013 at the Crowne Plaza, Springfield, Illinois attended by Clair Bitner, Creative Services Coordinator.**

**2. Description of Initiative: Internship Program**

Saga Communications of Illinois has established an internship program with local area colleges. Intern request flyers are sent out to guidance counselors and student advisors with follow up calls made by Krystal Mizeur, Promotions Director. An intern must receive college credit to qualify. All interns receive training in the field of promotions and marketing, sales, on air work and production.

Internships are coordinated with University of Illinois Springfield and Robert Morris College. Internships run from August 2013 through August 2014.

**3. Description of Initiative: Participation in Scholarship Programs**

Saga Communications of Illinois has established at Scholarship with the Lincoln Land Community College Foundation for students majoring in communications/broadcasting.

Saga Communications of Illinois also contributes to INBA student scholarship program.

**4. Established a mentoring program for station personnel.**

At Saga Communications of Illinois the following personnel were mentored:

A Director of Client Services mentored a receptionist to fill a Client Services Specialist position.

A Program Director was mentored by the General Manager to become an Operations Manager.

An Administrative Assistant was mentored by the Business Manager in payroll and accounts payable.

Employees were also members of the local Young Professional Society of Springfield.

Saga Communications of Illinois continues to grow talented employees by guiding them into higher positions whenever possible.

**5. Participate in at least events or programs sponsored by educational institutions relating to career opportunities in broadcasting**

Saga Communications of IL was represented at the Capital Area Career Center Student Open House on October 17, 2013 to discuss broadcasting careers.

Saga Communications of IL participated in Regional Office of Career and Technical Education Career Day On March 11, 2014 speaking to students about careers in broadcasting.

Saga Communications attended the University of Illinois at Springfield's intership fair on August 28, 2013.

Saga Communications was a speaker in Pleasant Plains High School' marketing class on April 8, 2014.

