

**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: Sales Rep</b>	<b>Date Filled: 08/27/12</b>
<b>2. Job Title: Sales Rep</b>	<b>Date Filled: 08/27/12</b>
<b>3. Job Title: Production Director</b>	<b>Date Filled: 12/26/12</b>
<b>4. Job Title: Sales Assistant</b>	<b>Date Filled: 12/31/12</b>
<b>5. Job Title: Sales Rep</b>	<b>Date Filled: 01/02/13</b>
<b>6. Job Title: Air Talent</b>	<b>Date Filled: 02/11/13</b>
<b>7. Job Title: Sales Rep</b>	<b>Date Filled: 03/25/13</b>
<b>8. Job Title: Air Talent</b>	<b>Date Filled: 05/15/13</b>
<b>9. Job Title: Air Talent</b>	<b>Date Filled: 05/22/13</b>
<b>10. Job Title: Promotions Assistant</b>	<b>Date Filled: 06/17/13</b>
<b>11. Job Title: Sales Rep</b>	<b>Date Filled: 07/01/13</b>

**\*\* resulted in hiree**

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

**1. Job Title: Sales Rep** **Date Filled: 08/27/12**

Source	Contact Person	Address
*Lincoln Land College	Nicole Ralph	nicole.ralph@lcc.edu
Capitol Radio Group (2x)	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
Southern IL University	Terri Gilliam	www.siu.edu
IL Broadcasters Assn	Debra Gray	iba@ilba.org

**2. Job Title: Sales Rep** **Date Filled: 08/27/12**

Source	Contact Person	Address
Lincoln Land College	Nicole Ralph	Nicole.ralph@lcc.edu
Capitol Radio Group (2x)	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
Southern IL University	Terri Gilliam	www.siu.edu
*IL Broadcasters Assn	Debra Gray	lba.ilba.org

**3. Job Title: Production Director** **Date Filled: 12/26/12**

Referral Source	Contact Person	Address
IL State University	Via e-mail	Careercenter.illinoisstate.edu
All Access	Joel Danver	Allaccess.com
IL Center for Broadcasting	Mike Kendall	www.beonair.com
*Southern IL University	Terri Gilliam	www.siu.edu

**4. Job Title: Sales Assistant** **Date Filled: 12/31/12**

Referral Source	Contact Person	Address
University of IL - Springfield	Via e-mail	www.uis.edu/career/jobs
*Robert Morris College	Via e-mail	Robertmorris.edu

Capitol Radio Group	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL

<b>5. Job Title: Sales Rep</b>		<b>Date Filled: 01/02/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
Capitol Radio Group	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
*Parkland College	Sandy Spencer	sspencer@parkland.edu
IL Dept of Employment	Via e-mail	Illinoiskillmatch.com
Southern IL University Edwardsville	Via e-mail	Siue.edu
Western IL University	Kate Kelly	Career.wiu.edu

<b>6. Job Title: Air Talent</b>		<b>Date Filled: 02/11/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
*University of IL Springfield	Via e-mail	Uis.edu/career/jobs
All Access (2x)	Joel Denver	Allaccess.com
IL Center for Broadcasting	Mike Kendall	www.beonair.com
Northern IL University	T White	Neiu.edu
Lincoln Land Community College	Mary Pelich	5250 Shepherd Rd, Springfield, IL

<b>7. Job Title: Sales Rep</b>		<b>Date Filled: 03/25/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
Capitol Radio Group	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
Parkland College	Sandy Spencer	sspencer@parkland.edu
IL Dept of Employment	Via e-mail	Illinoiskillmatch.com
Western IL University	Kate Kelly	Career.wiu.edu
*Southern IL University Edwardsville	Via e-mail	Siue.edu

<b>8. Job Title: Air Talent</b>		<b>Date Filled: 05/15/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
*Western IL University	Kate Kelly	www.wiu.edu
All Access (2x)	Joel Denver	Allaccess.com
Creative Jobs	Via e-mail	Creativejobscentral.com
Greenville College	Natali Rinder	Natali.rinder@greenville.edu
NAB	Via e-mail	<a href="mailto:Careercenter@nab.com">Careercenter@nab.com</a>
Saga Communications	Steve Goldstein	Sagacom.com
Radio Broadcasting School	Via e-mail	radiobroadcastschool@charterinternet.net

<b>9. Job Title: Air Talent</b>		<b>Date Filled: 05/22/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
*Saga Communications	Steve Goldstein	Sagacom.com
Greenville College	Natalie Rinder	natalierinder@greenville.edu
Western IL University	Kate Kelly	<a href="http://www.wiu.edu">www.wiu.edu</a>
All Access	Via e-mail	www.allaccess.com

<b>10. Job Title: Promotions Assistant</b>		<b>Date Filled: 06/17/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
*Capitol Radio Group (3x)	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
Milliken University	Via e-mail	Collegecentral.com/milliken

<b>11. Job Title: Sales Rep</b>		<b>Date Filled: 06/17/13</b>
<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
*University of IL Springfield	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
Lincoln Land College	Mary Pelich	5250 Shepard Road, Springfield, IL
Eastern IL University	Via e-mail	Eiu.edu/careerservices
IL State University	Via e-mail	Careercenter.illinoisstate.edu

C. Total Number of Persons Interviewed For All Full-Time Vacancies Filled During The Past Year (this will be a raw number): 52

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

<b>Referral Source</b>	<b>Contact Person</b>	<b>Address</b>
All Access.com (6x)	Joel Danver	Allaccess.com
Capitol Radio Group (10x)	Jeremy Allen	3501 E. Sangamon Ave., Springfield, IL
Creative Jobs (1x)	Via e-mail	Creativejobscentral.com
Eastern IL University (1)	Via e-mail	Eiu.edu.careerservices
Greenville College (2x)	Natali Rinder	Natalie.rinder@greenville.edu
IL Broadcasters Assn (2x)	Debra Gray	lba.ilba.org
IL Center for Broadcasting (2x)	Mike Kendall	www.beonair.com
IL Dept of Employment (2x)	Via e-mail	Illinoiskillmatch.com
IL State University (2x)	Via e-mail	Careercenter.illinoisstate.edu
Lincoln Land College (3x)	Nicole Ralph	Nicole.ralph@lcc.edu
NAB (1x)	Via e-mail	careercenter@nab.com
Milliken University (1x)	Via e-mail	Collegecentral.com/milliken
Northern IL University (1x)	T White	Neiu.edu
Parkland College (2x)	Sandy Spencer	sspencer@parkland.edu
Radio Broadcasting School (1x)	Via e-mail	radiobroadcastschool@charterinternet.net
Robert Morris College (1x)	Via e-mail	Robertmorris.edu
Saga Communications (2x)	Steve Goldstein	Sagacom.com
Southern IL University (3x)	Terri Gilliam	<a href="http://www.siu.edu">www.siu.edu</a>
Southern IL University Edwardsville (2x)	Via e-mail	Siue.edu
University of IL Springfield (3x)	Via e-mail	<a href="http://www.uis.edu/career/jobs">www.uis.edu/career/jobs</a>
Western IL University (4x)	Kate Kelly	Career.wiu.edu

E. Outreach Activities

**OUTREACH ACTIVITY DESCRIPTION FORM**

Year: 2012 – 2013	Name of Activity:
<b>1. Description of Initiative: Participation in Job Fairs</b>	
<p>Saga Communications of Illinois has participated in six job fairs:</p> <p>UIS Foot In the Door Fair held September 6, 2012 at University of Illinois Springfield, Springfield, Illinois attended by Claire Bitner, Creative Services Coordinator.</p> <p>The Springfield Collegiate Career Fair 2013 held February 12, 2013 at the University of Illinois Springfield, Springfield, Illinois attended by Jeff Hall, Promotions Director.</p> <p>Broadcast Job Fair held April 10, 2013 at Eastern Illinois University, Charleston, Illinois attended by Krystal Mizeur, Promotions Director.</p> <p>The Greater Springfield Job and Career Fair held April 18, 2013 at the Crowne Plaza, Springfield, Illinois attended by Jeff Hall, Promotions Director.</p> <p>The ROCTE Career Day held March 13, 2013 at Lincoln Land Community College, Springfield, Illinois attended by Jane Newton, Program Director.</p> <p>The Greater Springfield Job and Career Fair held September 6, 2012 at the Crowne Plaza, Springfield, Illinois attended by Michelle McLaughlin, Program Director.</p>	
<b>2. Description of Initiative: Internship Program</b>	
<p>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. Internships are unpaid. 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.</p> <p>Internships are coordinated with University of Illinois Springfield, Western Illinois University, Robert Morris College and Greenville College. Internships ran from August 2012 through August 2013.</p>	
<b>3. Description of Initiative: Participation in Scholarship Programs</b>	
<p>Saga Communications of Illinois has established at Scholarship with the Lincoln Land Community College Foundation for students majoring in communications/broadcasting.</p>	
<b>4. Listed each upper-level category opening in a job bank or newsletter whose membership includes substantial participation of women and minorities.</b>	

**Saga Communications lists all upper level category openings with organizations such as (but not limited to) the National Lesbian and Gay Journalists Assn, Native American Journalists Assn, National Ass of Hispanic Journalists, NAACP, Radio 1 Broadcast School, Illinois Broadcasters Assn, and American Women in Radio and TV to name a few.**

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

**At Saga Communications of Illinois the following personnel were mentored:**

**A sales representative was mentored by the general manager for the sales manager position.**

**Two air talents were mentored by the operations manager for the assistant programming position.**

**A part-time promotions assistant was mentored for the marketing director position.**

**A part-time receptionist was mentored by director of client services for the sales assistant position.**

**Employees are 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.**

**6. Participate in other activities to disseminated information as to employment opportunities in broadcasting**

**Saga Communications promotes the broadcasting industry by speaking and giving tours to local schools and organizations. Those schools and organizations include Illinois Campground Association, Lakeshore Learning Center, Williamsville Day Care, Boy Scouts, High School District 186. There was also job shadowing with the University of Illinois Springfield.**