

Exhibit 1.2

August 1, 2022 – July 31, 2023 EEO Report

WFRV, WJMN

EEO PUBLIC FILE REPORT

August 1, 2022 - July 31, 2023

Nexstar is an equal opportunity employer and considers applicants for all positions without regard to race, color, gender, national origin, age, religious creed, disability, marital status, pregnancy, sexual orientation, veteran status, citizenship or any other characteristic protected by law.

I. VACANCY LIST

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

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive Open Date: 11/18/2022 Hire Date: 1/30/2023	2-4, 6-8, 10-16	3
Account Executive Open Date: 1/24/2023 Hire Date: 3/13/2023	2-4, 6-8, 10-16	3
Account Executive Open Date: 11/18/2022 Hire Date: 2/27/2023	2-4, 6-8, 10-16	3
Account Executive Open Date: 1/24/2023 Hire Date: 3/6/2023	2-4, 6-8, 10-16	3
Account Executive Open Date: 3/22/2022 Hire Date: 8/1/2022	1-11, 13-16	8
Anchor/MMJ Open Date: 1/25/2023 Hire Date: 5/22/2023	2-8, 10-16	12
Broadcast/IT Engineer Open Date: 4/29/2022 Hire Date: 8/22/2022	2-8, 10-11, 13-16	8
Chief Engineer Open Date: 3/4/2022 Hire Date: 10/3/2022	2-8, 10-16	8
Digital Account Executive Open Date: 3/7/2023 Hire Date: 5/22/2023	2-4, 6-8, 10-16	3
Digital Content Director Open Date: 7/25/2022 Hire Date: 8/29/2022	2-8, 10-16	14
Digital Content Producer Open Date: 9/1/2022 Hire Date: 12/5/2022	2-8, 10-16	14

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I. VACANCY LIST

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

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Meteorologist Open Date: 10/10/2022 Hire Date: 6/5/2023	2-8, 10-16	5
MMJ Bureau Reporter Open Date: 7/14/2022 Hire Date: 6/19/2023	2-8, 10-16	5
News Producer Open Date: 2/17/2023 Hire Date: 6/5/2023	2-4, 6-8, 10-16	3
News Producer Open Date: 2/17/2023 Hire Date: 5/30/2023	2-4, 6-8, 10-16	3
News Producer Open Date: 7/14/2022 Hire Date: 2/13/2023	2-4, 6-8, 10-16	3
Newscast Technical Director Open Date: 2/16/2022 Hire Date: 10/10/2022	2-8, 10-16	16
Production Assistant Open Date: 11/11/2022 Hire Date: 2/19/2023	2-4, 6-8, 10-16	14
Production Assistant Open Date: 11/18/2022 Hire Date: 12/19/2022	2-8, 10-16	3
Reporter/MMJ Open Date: 7/14/2022 Hire Date: 6/5/2023	2-8, 10-16	3
Sports Anchor/Reporter Open Date: 8/22/2022 Hire Date: 9/8/2022	2-4, 6-8, 10-16	13
Sports Anchor/Reporter Open Date: 4/18/2023 Hire Date: 6/12/2023	1-16	14

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I. VACANCY LIST

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

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Sports Producer/Reporter Open Date: 6/13/2023 Hire Date: 7/13/2023	1-4, 6-8, 10-16	13
Station Manager Open Date: 8/16/2022 Hire Date: 1/18/2023	2-8, 10-16	5

WFRV, WJMN
EEO PUBLIC FILE REPORT

August 1, 2022 - July 31, 2023

II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	CareerBuilder.com	N	3
2	Handshake 225 Bush St. San Francisco, California 94140 Url : www.joinhandshake.com Mallory Wheaton Manual Posting	N	0
3	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone : 800-462-5842 Url : http://www.indeed.com Recruiting Source Manual Posting	N	54
4	Job Center of Wisconsin 325 N. Roosevelt St. Green Bay, Wisconsin 54301 Phone : 920-448-6760 Url : http://jobcenterofwisconsin.com Roy Koeller Manual Posting	N	2
5	Linked In	N	23
6	Michigan Association of Broadcasters 819 N. Washington Ave. Lansing, Michigan 48906 Phone : 800-968-7622 Url : http://www.michmab.com Dan Kelley Manual Posting	N	0
7	Michigan Works! 201 N. Washington Sq. 3rd floor Lansing, Michigan 49813 Phone : 906-280-0002 Url : http://mitalent.org Wendy Beach Manual Posting	N	0

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August 1, 2022 - July 31, 2023

II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone : 972-764-6715 Terri Bush Manual Posting	N	12
9	Professional/Industry Trade Organization	N	4
10	TV Jobs P.O. Box 4116 Oceanside, California 92052 Phone : 760-754-8177 Url : http://www.tvjobs.com Mark Holloway Manual Posting	N	2
11	University of Michigan Alumni Association 200 Fletcher St. Ann Arbor, Michigan Phone : 800-847-4764 Url : http://alumni.umich.edu/career/employers Katie Ehnis Manual Posting	N	0
12	UPMatters.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone : 920-437-5411 Url : http://www.upmatters.com/jobs Kathy Hoffman Manual Posting	N	1
13	WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone : 920-437-5411 Url : http://www.wearegreenbay.com/jobs Kathy Hoffman Manual Posting	N	17

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EEO PUBLIC FILE REPORT

August 1, 2022 - July 31, 2023

II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
14	WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone : 920-437-5411 Url : http://www.wearegreenbay.com Kathy Hoffman Manual Posting	N	8
15	Wisconsin Broadcasters Association 44 E. Mifflin St Suite 900 Madison, Wisconsin 53703 Phone : 800-236-1922 Url : http://www.wi-broadcasters.org Linda Baun Manual Posting	N	0
16	WJMN-TV internal posting 3165 Wright St. Suite 101 Marquette, Michigan 49855 Phone : 920-437-5411 Url : https://www.upmatters.com Kathy Hoffman Manual Posting	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			127

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	8/1/2022	Establishment of an intern program designed to assist members of the community	<p>The SEU has an established internship program that allows students to gain practical experience in all areas of our operations, including news, production, sports, and weather.</p> <p>The SEU hosted two (2) interns, from Syracuse University, Newhouse School of Public Communications during the 2022 summer semester; one (1) intern from Concordia University during the 2023 summer semester; and one (1) intern from Northern Michigan University during the 2023 summer semester</p>	5	News Director Executive Producer Sports Director News Director
2	8/29/2022	Participation in scholarship programs	SEU participates in an established scholarship program that assists students interested in pursuing a career in broadcasting. During the current reporting term, there was one (1) recipient from Bay College, and four (4) recipients of Wisconsin Broadcasters Association Scholarships.	3	VP/General Manager News Director Administrative Assistant
3	9/28/2022	Participation in events or programs sponsored by educational institutions	SEU personnel hosted Journalism students from Bay Port High School. SEU personnel discussed job qualifications and careers and opportunities at the station and within the broadcast industry.	5	News Director Supervisor Producer Digital Content Director Local Sales Manager
4	3/1/2023	Participation in Job Fairs	The SEU participated at the UW-Green Bay 2023 Spring Job & Internship Fair. SEU personnel were able to meet with students and discuss vacancies at the Stations and in the broadcasting industry.	5	News Director Executive Producer Production Manager General Sales Manager
5	4/11/2023	Participation in events sponsored by organizations representing the community	SEU personnel attended the WBA Careers in Broadcasting Virtual Mixer. The SEU personnel along with other broadcast professionals met with students from across Wisconsin on an online platform to talk about all aspects of the broadcast industry and to learn about career opportunities.	1	News Director

Exhibit 2.2

August 1, 2022 – July 31, 2023 Job Vacancy Notices

Job Notification details between 8/1/2022 to 7/31/2023**Account Executive (Broadcast1Source tracking number 111383)****No. of Agencies were used:** 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below**Sent On:** 11/18/2022**Subject:** Job Notification from Broadcast1Source**From:** contact@broadcast1source.com**E-Mail:** kathy.hoffman@wearegreenbay.com**Title:** Account Executive**Experience:**

Essential Duties & Responsibilities:

- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Requirements:

An ideal candidate would have a degree or two or more years of sales experience, and solid computer skills, with the ability to work in Word, Excel, and PowerPoint.

Current radio AE's are encouraged to apply.

Our Account Executives work locally with clients throughout Northeast Wisconsin. A valid driver's license and reliable transportation are a must.

Description:

An established list is coming available! WFRV is looking for a sales professional who enjoys helping businesses grow. We need someone with superb sales skills, a positive attitude, and a desire to win!

WFRV-TV is home to the #1 rated CBS Primetime television shows, the best year-round sports, and top-quality, locally produced programming, as well as WeAreGreenBay.com and the most technologically advanced digital marketing solutions.

You'll work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Additional Information:

Carolyn Williamsen, Local Sales Manager WFRV-TV920-430-3676cwilliamsen@nexstar.tvApply at:
<https://www.wearegreenbay.com/jobsWFRV-TV> and Nexstar Media Inc. is an Equal Opportunity Employer

Contact:

Job Notification details between 8/1/2022 to 7/31/2023

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
11/18/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
11/18/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
11/18/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
11/18/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	Indeed	No	Recruiting Source	1--	By User/Other System
11/18/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
11/18/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
11/18/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
11/18/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
11/18/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Position: Account Executive

Hire Date: January 30, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

An established list is coming available! WFRV is looking for a sales professional who enjoys helping businesses grow. We need someone with superb sales skills, a positive attitude, and a desire to win!

WFRV-TV is home to the #1 rated CBS Primetime television shows, the best year-round sports, and top-quality, locally produced programming, as well as WeAreGreenBay.com and the most technologically advanced digital marketing solutions.

You'll work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Requirements:

An ideal candidate would have a degree or two or more years of sales experience, and solid computer skills, with the ability to work in Word, Excel, and PowerPoint.

Current radio AE's are encouraged to apply.

Our Account Executives work locally with clients throughout Northeast Wisconsin. A valid driver's license and reliable transportation are a must.

Experience:

Essential Duties & Responsibilities:

- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Additional Information:

Carolyn Williamsen, Local Sales Manager WFRV-TV920-430-3676cwilliamsen@nexstar.tvApply at:
<https://www.wearegreenbay.com/jobsWFRV-TV> and Nexstar Media Inc. is an Equal Opportunity Employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111383

Job Title: Account Executive

Job Opening Period: 11/18/2022 - 1/30/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	1/17/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/21/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/21/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111383

Job Title: Account Executive

Job Opening Period: 11/18/2022 - 1/30/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/20/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/20/2022	No		Job Center of Wisconsin 325 N. Roosevelt St. Green Bay, Wisconsin 54301 Phone: 920-448-6760 Fax: 1---Roy Koeller

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111383

Job Title: Account Executive

Job Opening Period: 11/18/2022 - 1/30/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/13/2022	Yes	1/30/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/13/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

Account Executive (Broadcast1Source tracking number 111392)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 01/24/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Account Executive

Experience:

Essential Duties & Responsibilities:

- Implement strategies to consistently grow revenue and exceed revenue goals.
- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Requirements:

An ideal candidate should have solid computer skills, the ability to work in Word, Excel, and PowerPoint, and a pleasant personality that works well in a collaborative setting.

A valid driver's license and reliable transportation are necessary.

Description:

We are looking for someone with a cheerful outlook, strong work ethic, a desire to build trusting relationships with our clients and who is well connected in the Upper Peninsula. WJMN-TV Local 3 is home to community focused local news, top-quality locally produced programming, UPMatters.com and the most technologically advanced digital marketing solutions in the market.

You will work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Additional Information:

Please contact: Michael Bradley / Station Manager 906-273-2533 ext. 3322 michael.bradley@upmatters.com Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job Notification details between 8/1/2022 to 7/31/2023**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
1/24/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System
1/24/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
1/24/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
1/24/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
1/24/2023	Indeed	No	Recruiting Source	1--	By User/Other System
1/24/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
1/24/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
1/24/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
1/24/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Position: Account Executive

Hire Date: March 13, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

We are looking for someone with a cheerful outlook, strong work ethic, a desire to build trusting relationships with our clients and who is well connected in the Upper Peninsula. WJMN-TV Local 3 is home to community focused local news, top-quality locally produced programming, UPMatters.com and the most technologically advanced digital marketing solutions in the market.

You will work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Requirements:

An ideal candidate should have solid computer skills, the ability to work in Word, Excel, and PowerPoint, and a pleasant personality that works well in a collaborative setting.

A valid driver's license and reliable transportation are necessary.

Experience:

Essential Duties & Responsibilities:

- Implement strategies to consistently grow revenue and exceed revenue goals.
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Additional Information:

Please contact: Michael Bradley / Station Manager 906-273-2533 ext. 3322 michael.bradley@upmatters.com Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

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Fax and E-mail verification summary report for Account Executive

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WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111392

Job Title: Account Executive

Job Opening Period: 1/24/2023 - 3/13/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	2/20/2023	Yes	3/13/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	2/16/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	2/14/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	2/7/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	1/30/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	1/27/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023**Account Executive (Broadcast1Source tracking number 111390)****No. of Agencies were used:** 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below**Sent On:** 11/18/2022**Subject:** Job Notification from Broadcast1Source**From:** contact@broadcast1source.com**E-Mail:** kathy.hoffman@wearegreenbay.com**Title:** Account Executive**Experience:**

Essential Duties & Responsibilities:

- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Requirements:

An ideal candidate would have a degree or two or more years of sales experience, and solid computer skills, with the ability to work in Word, Excel, and PowerPoint.

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Additional Information:

Carolyn Williamsen, Local Sales Manager WFRV-TV920-430-3676cwilliamsen@nexstar.tvApply at:
<https://www.wearegreenbay.com/jobsWFRV-TV> and Nexstar Media Inc. is an Equal Opportunity Employer

Contact:

Job Notification details between 8/1/2022 to 7/31/2023

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
11/18/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
11/18/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
11/18/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
11/18/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
11/18/2022	Indeed	No	Recruiting Source	1--	By User/Other System
11/18/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
11/18/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
11/18/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
11/18/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Position: Account Executive

Hire Date: February 27, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

An established list is coming available! WFRV is looking for a sales professional who enjoys helping businesses grow. We need someone with superb sales skills, a positive attitude, and a desire to win!

WFRV-TV is home to the #1 rated CBS Primetime television shows, the best year-round sports, and top-quality, locally produced programming, as well as WeAreGreenBay.com and the most technologically advanced digital marketing solutions.

You'll work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Requirements:

An ideal candidate would have a degree or two or more years of sales experience, and solid computer skills, with the ability to work in Word, Excel, and PowerPoint.

Current radio AE's are encouraged to apply.

Our Account Executives work locally with clients throughout Northeast Wisconsin. A valid driver's license and reliable transportation are a must.

Experience:

Essential Duties & Responsibilities:

- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Additional Information:

Carolyn Williamsen, Local Sales Manager WFRV-TV920-430-3676cwilliamsen@nexstar.tvApply at:
<https://www.wearegreenbay.com/jobsWFRV-TV> and Nexstar Media Inc. is an Equal Opportunity Employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

*****IMPORTANT*****

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111390

Job Title: Account Executive

Job Opening Period: 11/18/2022 - 2/27/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	1/17/2023	Yes	2/27/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/21/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/21/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111390

Job Title: Account Executive

Job Opening Period: 11/18/2022 - 2/27/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/20/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/20/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/20/2022	No		Job Center of Wisconsin 325 N. Roosevelt St. Green Bay, Wisconsin 54301 Phone: 920-448-6760 Fax: 1---Roy Koeller

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111390

Job Title: Account Executive

Job Opening Period: 11/18/2022 - 2/27/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/13/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/13/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

Account Executive (Broadcast1Source tracking number 111391)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 01/24/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Account Executive

Experience:

Essential Duties & Responsibilities:

- Implement strategies to consistently grow revenue and exceed revenue goals.
- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Requirements:

An ideal candidate should have solid computer skills, the ability to work in Word, Excel, and PowerPoint, and a pleasant personality that works well in a collaborative setting.

A valid driver's license and reliable transportation are necessary.

Description:

We are looking for someone with a cheerful outlook, strong work ethic, a desire to build trusting relationships with our clients and who is well connected in the Upper Peninsula. WJMN-TV Local 3 is home to community focused local news, top-quality locally produced programming, UPMatters.com and the most technologically advanced digital marketing solutions in the market.

You will work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Additional Information:

Please contact: Michael Bradley / Station Manager 906-273-2533 ext. 3322 michael.bradley@upmatters.com Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job Notification details between 8/1/2022 to 7/31/2023**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
1/24/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
1/24/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
1/24/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
1/24/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
1/24/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
1/24/2023	Indeed	No	Recruiting Source	1--	By User/Other System
1/24/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
1/24/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
1/24/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
1/24/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Position: Account Executive

Hire Date: March 6, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

We are looking for someone with a cheerful outlook, strong work ethic, a desire to build trusting relationships with our clients and who is well connected in the Upper Peninsula. WJMN-TV Local 3 is home to community focused local news, top-quality locally produced programming, UPMatters.com and the most technologically advanced digital marketing solutions in the market.

You will work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Requirements:

An ideal candidate should have solid computer skills, the ability to work in Word, Excel, and PowerPoint, and a pleasant personality that works well in a collaborative setting.

A valid driver's license and reliable transportation are necessary.

Experience:

Essential Duties & Responsibilities:

- Implement strategies to consistently grow revenue and exceed revenue goals.
- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Additional Information:

Please contact: Michael Bradley / Station Manager 906-273-2533 ext. 3322 michael.bradley@upmatters.com Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

*****IMPORTANT*****

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111391

Job Title: Account Executive

Job Opening Period: 1/24/2023 - 3/6/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	2/20/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	2/16/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111391

Job Title: Account Executive

Job Opening Period: 1/24/2023 - 3/6/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	2/14/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	2/7/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	1/30/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	1/27/2023	Yes	3/6/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

Account Executive (Broadcast1Source tracking number 109845)

No. of Agencies were used: 12

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 03/22/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Account Executive

Experience:

Essential Duties & Responsibilities:

- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Requirements:

An ideal candidate would have a degree or two or more years of sales experience, and solid computer skills, with the ability to work in Word, Excel, and PowerPoint.

Current radio AE's are encouraged to apply.

Our Account Executives work locally with clients throughout Northeast Wisconsin. A valid driver's license and reliable transportation are a must.

Description:

An established list is coming available! WFRV is looking for a sales professional who enjoys helping businesses grow. We need someone with superb sales skills, a positive attitude, and a desire to win!

WFRV-TV is home to the #1 rated CBS Primetime television shows, the best year-round sports, and top-quality, locally produced programming, as well as WeAreGreenBay.com and the most technologically advanced digital marketing solutions.

You'll work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Additional Information:

Carolyn Williamsen, Local Sales Manager WFRV-TV920-430-3676cwilliamsen@nexstar.tvApply at: <https://www.wearegreenbay.com/jobsWFRV-TV> and Nexstar Media Inc. is an Equal Opportunity Employer

Contact:

Job Notification details between 8/1/2022 to 7/31/2023

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
3/22/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
3/22/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
3/22/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
3/22/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
3/22/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
3/22/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
3/22/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
3/22/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
3/22/2022	Indeed	No	Recruiting Source	1--	By User/Other System
3/22/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
3/22/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
3/22/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Position: Account Executive

Hire Date: August 1, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

An established list is coming available! WFRV is looking for a sales professional who enjoys helping businesses grow. We need someone with superb sales skills, a positive attitude, and a desire to win!

WFRV-TV is home to the #1 rated CBS Primetime television shows, the best year-round sports, and top-quality, locally produced programming, as well as WeAreGreenBay.com and the most technologically advanced digital marketing solutions.

You'll work with local sales management to help businesses reach their potential using commercial and digital advertising solutions and be provided continual professional development opportunities.

Requirements:

An ideal candidate would have a degree or two or more years of sales experience, and solid computer skills, with the ability to work in Word, Excel, and PowerPoint.

Current radio AE's are encouraged to apply.

Our Account Executives work locally with clients throughout Northeast Wisconsin. A valid driver's license and reliable transportation are a must.

Experience:

Essential Duties & Responsibilities:

- Establish relationships with the local business community.
- Make sales calls on existing and prospective clients.
- Maintain assigned accounts and develop new accounts.
- Prepare and deliver sales presentations to clients.
- Work with clients and station personnel to produce effective commercials.
- Perform other duties as assigned.

Additional Information:

Carolyn Williamsen, Local Sales Manager WFRV-TV920-430-3676cwilliamsen@nexstar.tvApply at:
<https://www.wearegreenbay.com/jobsWFRV-TV> and Nexstar Media Inc. is an Equal Opportunity Employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

*****IMPORTANT*****

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for Account Executive

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109845

Job Title: Account Executive

Job Opening Period: 3/22/2022 - 8/1/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	7/13/2022	Yes	8/1/2022	Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	6/24/2022	No		CareerBuilder.com
Candidate	6/20/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	6/20/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	6/7/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	6/1/2022	No		Professional/Industry Trade Organization
Candidate	5/17/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	5/2/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109845

Job Title: Account Executive

Job Opening Period: 3/22/2022 - 8/1/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	4/29/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	4/25/2022	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	4/1/2022	No		Linked In
Candidate	3/31/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

Anchor/MMJ (Broadcast1Source tracking number 112544)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 01/25/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Anchor/MMJ

Experience:

The Weekend News Anchor/Reporter serves as the primary presenter of news stories and other content for all platforms in a manner that is clear, engaging, and meaningful to news consumers.

- Presents news stories and other content for all platforms
- Ensures that all news content meets company standards for journalistic integrity and production quality
- Writes and delivers news stories in a clear and concise manner
- Produces newscasts and communicates clear direction with team members
- Assists in writing, copy editing, researching, and coordinating news programming, making phone calls, editing and other content production duties
- Acts as a field reporter as assigned
- Conducts interviews both live and recorded
- Responds to breaking news and other urgent newsroom situations as required
- Makes public appearances monthly on behalf of the station
- Writes content for the website and other social platforms
- Interacts with viewers/users on social media sites
- Performs other duties as assigned

Requirements:

Requirements & Skills:

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience
- Minimum one-year experience in news reporting or anchoring
- Excellent news judgment with an expansive knowledge of local and national current events, history, newsmakers, and issues
- Experience shooting, writing, and editing their own content
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Ability to effectively listen to fully understand problems and communicate with a team to shape a solution
- Valid driver's license with a good driving record
- Ability to hit a deadline daily and in long-term planning

Description:

Job Notification details between 8/1/2022 to 7/31/2023

If you have strong newsgathering skills and a great camera presence, then we may have a spot for you at WJMN Local 3 in Marquette, Michigan. Ideal candidate will have previous reporter and anchor experience and proven leadership skills. Digital platform skills and live field reporting experience a must. This position **REQUIRES** working weekends.

Additional Information:

Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
1/25/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
1/25/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System
1/25/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
1/25/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
1/25/2023	Indeed	No	Recruiting Source	1--	By User/Other System
1/25/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
1/25/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
1/25/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
1/25/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
1/25/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
1/25/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
1/25/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
1/25/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Anchor/MMJ

Position: Anchor/MMJ

Hire Date: May 22, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

If you have strong newsgathering skills and a great camera presence, then we may have a spot for you at WJMN Local 3 in Marquette, Michigan. Ideal candidate will have previous reporter and anchor experience and proven leadership skills. Digital platform skills and live field reporting experience a must. This position REQUIRES working weekends.

Requirements:

Requirements & Skills:

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience
- Minimum one-year experience in news reporting or anchoring
- Excellent news judgment with an expansive knowledge of local and national current events, history, newsmakers, and issues
- Experience shooting, writing, and editing their own content
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Ability to effectively listen to fully understand problems and communicate with a team to shape a solution
- Valid driver's license with a good driving record
- Ability to hit a deadline daily and in long-term planning

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Anchor/MMJ

The Weekend News Anchor/Reporter serves as the primary presenter of news stories and other content for all platforms in a manner that is clear, engaging, and meaningful to news consumers.

- Presents news stories and other content for all platforms
- Ensures that all news content meets company standards for journalistic integrity and production quality
- Writes and delivers news stories in a clear and concise manner
- Produces newscasts and communicates clear direction with team members
- Assists in writing, copy editing, researching, and coordinating news programming, making phone calls, editing and other content production duties
- Acts as a field reporter as assigned
- Conducts interviews both live and recorded
- Responds to breaking news and other urgent newsroom situations as required
- Makes public appearances monthly on behalf of the station
- Writes content for the website and other social platforms
- Interacts with viewers/users on social media sites
- Performs other duties as assigned

Additional Information:

Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Anchor/MMJ

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 112544

Job Title: Anchor/MMJ

Job Opening Period: 1/25/2023 - 5/22/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	2/16/2023	Yes	5/22/2023	UPMatters.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	2/7/2023	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	1/27/2023	No		Linked In
Candidate	1/26/2023	No		Linked In

Job Notification details between 8/1/2022 to 7/31/2023**Broadcast/IT Engineer (Broadcast1Source tracking number 109846)****No. of Agencies were used:** 12

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below**Sent On:** 04/29/2022**Subject:** Job Notification from Broadcast1Source**From:** contact@broadcast1source.com**E-Mail:** kathy.hoffman@wearegreenbay.com**Title:** Broadcast/IT Engineer**Experience:**

The Broadcast/IT Engineer interacts with station personnel to make sure hardware and systems used for broadcasting and business operations function at the utmost efficiency by doing the following:

- Maintains all broadcast technology and equipment for the station.
- Installs and tests new systems and technical infrastructure for the station.
- Minimizes service interruptions at times of equipment and/or system failure by rapidly identifying and implementing solutions.
- Sets up and operates equipment and transmission links during outside broadcasts.
- Installs and maintains the IT network, switches, data backups, workstations and printers.
- Interprets and implements instructions and requests from other station personnel.
- Communicates with members of the engineering team and other teams to effectively resolve equipment and system issues.
- Work with other departments during special events as needed.
- Willingness to travel as needed.
- Performs other duties as assigned.
- This full-time position reports to the Chief Engineer.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023**Requirements & Skills:**

- Technical degree in Digital Electronics, Broadcasting, or a related field, or an equivalent combination of education and work-related experience.
- Fluency in English.
- Excellent communication skills, both oral and written.
- Valid driver's license with an acceptable driving record.
- Minimum three years' experience with digital electronics systems in a television broadcasting environment.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment.
- Strong PC/MS Office experience.
- Experience with fiber connectivity, production setups, A/V routing and patching, audio equipment, graphics systems and editing systems.
- Experience with digital transmitters, microwave equipment, and other broadcast-related equipment is a plus.
- Significant experience evaluating, selecting, installing, servicing, and maintaining broadcasting industry equipment and information technology systems.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.

Description:

Are you looking for a job where you are not sitting at a desk all day? Have you always found a way to produce solutions to problems, sometimes outside the box? Do you enjoy being a Hands-On person and do you like helping others? Then you will fit right in as part of WFRV Local 5's Engineering team. WFRV needs a Broadcast/IT Engineer who is an energetic and enthusiastic person, who is ready to join our team! Key responsibilities, attributes, and characteristics include:

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
4/29/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
4/29/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
4/29/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
4/29/2022	Indeed	No	Recruiting Source	1--	By User/Other System
4/29/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
4/29/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
4/29/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
4/29/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
4/29/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
4/29/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
4/29/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
4/29/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Broadcast/IT Engineer

Position: Broadcast/IT Engineer

Hire Date: August 22, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Are you looking for a job where you are not sitting at a desk all day? Have you always found a way to produce solutions to problems, sometimes outside the box? Do you enjoy being a Hands-On person and do you like helping others? Then you will fit right in as part of WFRV Local 5's Engineering team. WFRV needs a Broadcast/IT Engineer who is an energetic and enthusiastic person, who is ready to join our team! Key responsibilities, attributes, and characteristics include:

Requirements:

Requirements & Skills:

- Technical degree in Digital Electronics, Broadcasting, or a related field, or an equivalent combination of education and work-related experience.
- Fluency in English.
- Excellent communication skills, both oral and written.
- Valid driver's license with an acceptable driving record.
- Minimum three years' experience with digital electronics systems in a television broadcasting environment.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment.
- Strong PC/MS Office experience.
- Experience with fiber connectivity, production setups, A/V routing and patching, audio equipment, graphics systems and editing systems.
- Experience with digital transmitters, microwave equipment, and other broadcast-related equipment is a plus.
- Significant experience evaluating, selecting, installing, servicing, and maintaining broadcasting industry equipment and information technology systems.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Broadcast/IT Engineer

The Broadcast/IT Engineer interacts with station personnel to make sure hardware and systems used for broadcasting and business operations function at the utmost efficiency by doing the following:

- Maintains all broadcast technology and equipment for the station.
- Installs and tests new systems and technical infrastructure for the station.
- Minimizes service interruptions at times of equipment and/or system failure by rapidly identifying and implementing solutions.
- Sets up and operates equipment and transmission links during outside broadcasts.
- Installs and maintains the IT network, switches, data backups, workstations and printers.
- Interprets and implements instructions and requests from other station personnel.
- Communicates with members of the engineering team and other teams to effectively resolve equipment and system issues.
- Work with other departments during special events as needed.
- Willingness to travel as needed.
- Performs other duties as assigned.
- This full-time position reports to the Chief Engineer.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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WFRV, WJMN

Fax and E-mail verification summary report for Broadcast/IT Engineer

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109846

Job Title: Broadcast/IT Engineer

Job Opening Period: 4/29/2022 - 8/22/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	7/5/2022	Yes	8/22/2022	Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	6/1/2022	No		Linked In

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109846

Job Title: Broadcast/IT Engineer

Job Opening Period: 4/29/2022 - 8/22/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/4/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

Chief Engineer (Broadcast1Source tracking number 109850)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 03/04/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Chief Engineer

Experience:

Essential Duties & Responsibilities:

- Manages all aspects of the Engineering Department.
- Maintains all broadcast technology and equipment for the station and transmitter sites.
- Ensures station compliance with rules and regulations applicable to FCC, local, state, and federal laws.
- Works with corporate leadership to implement new technologies and technical infrastructure for the station.
- Manages engineering and technology capital projects to the established budgets.
- Manages and coordinates fiber connectivity, production setups, A/V routing and patching, audio equipment, graphics systems and editing systems.
- Working knowledge of television and digital studio broadcast and production systems including: video server technology, digital, signal routing and switching, encoding technologies and techniques, television and radio automation and traffic systems and the interface of these systems, audio encoding, routing and storage, television editing systems, video and audio storage systems and integration of the broadcast and production environment into an IT system.
- Evaluates, selects, installs, services and maintains station equipment and information technology systems.
- Maintains station fleet of vehicles.
- Communicates and coordinates equipment maintenance and training with vendors/contractors.
- Prepares and maintains Engineering Department budget and expenses.
- Works closely with General Manager and department managers to ensure station objectives are being met.
- Evaluates employee access and trains employees on station information systems or new equipment.
- Performs other duties as assigned.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023**Requirements & Skills:**

- Bachelor's Degree in Engineering, IT, Communications, or equivalent combination of education and work-related experience preferred.
- Minimum three-years' experience with Information Technology Systems, preferably in a television broadcasting environment. Strong PC/MS Office experience.
- Experience with fiber connectivity, production setups, A/V routing and patching, audio equipment, graphics systems and editing systems
- Experience evaluating, selecting, installing, servicing and maintaining broadcasting industry equipment and information technology systems
- Experience with Avid systems, digital transmitters, microwave equipment, and other broadcast-related equipment.
- Valid driver's license with an acceptable driving record
- Fluency in English; strong communication, both verbal and written.
- Strong interpersonal and organizational skills.
- Ability to meet deadlines, prioritize assignments, and handle multiple tasks simultaneously.
- Ability to work extended hours or be on call as needed, in order to keep station broadcasting cleanly.

Description:

WJMN-TV Local 3, seeks a Chief Engineer to run the day-to-day operations of the Engineering Department, and is responsible for the maintenance of all broadcast technology, IT technology, and the physical buildings at our station in Marquette and our transmitter sites. Prioritizes projects and verifies that deadlines are being met.

Additional Information:

Apply at: <https://www.upmatters.com/jobs> WJMN and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
3/4/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
3/4/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
3/4/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
3/4/2022	Indeed	No	Recruiting Source	1--	By User/Other System
3/4/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
3/4/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
3/4/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
3/4/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
3/4/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
3/4/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
3/4/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
3/4/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
3/4/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Chief Engineer

Position: Chief Engineer

Hire Date: October 3, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WJMN-TV Local 3, seeks a Chief Engineer to run the day-to-day operations of the Engineering Department, and is responsible for the maintenance of all broadcast technology, IT technology, and the physical buildings at our station in Marquette and our transmitter sites. Prioritizes projects and verifies that deadlines are being met.

Requirements:

Requirements & Skills:

- Bachelor's Degree in Engineering, IT, Communications, or equivalent combination of education and work-related experience preferred.
- Minimum three-years' experience with Information Technology Systems, preferably in a television broadcasting environment. Strong PC/MS Office experience.
- Experience with fiber connectivity, production setups, A/V routing and patching, audio equipment, graphics systems and editing systems
- Experience evaluating, selecting, installing, servicing and maintaining broadcasting industry equipment and information technology systems
- Experience with Avid systems, digital transmitters, microwave equipment, and other broadcast-related equipment.
- Valid driver's license with an acceptable driving record
- Fluency in English; strong communication, both verbal and written.
- Strong interpersonal and organizational skills.
- Ability to meet deadlines, prioritize assignments, and handle multiple tasks simultaneously.
- Ability to work extended hours or be on call as needed, in order to keep station broadcasting cleanly.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Chief Engineer

Essential Duties & Responsibilities:

- Manages all aspects of the Engineering Department.
- Maintains all broadcast technology and equipment for the station and transmitter sites.
- Ensures station compliance with rules and regulations applicable to FCC, local, state, and federal laws.
- Works with corporate leadership to implement new technologies and technical infrastructure for the station.
- Manages engineering and technology capital projects to the established budgets.
- Manages and coordinates fiber connectivity, production setups, A/V routing and patching, audio equipment, graphics systems and editing systems.
- Working knowledge of television and digital studio broadcast and production systems including: video server technology, digital, signal routing and switching, encoding technologies and techniques, television and radio automation and traffic systems and the interface of these systems, audio encoding, routing and storage, television editing systems, video and audio storage systems and integration of the broadcast and production environment into an IT system.
- Evaluates, selects, installs, services and maintains station equipment and information technology systems.
- Maintains station fleet of vehicles.
- Communicates and coordinates equipment maintenance and training with vendors/contractors.
- Prepares and maintains Engineering Department budget and expenses.
- Works closely with General Manager and department managers to ensure station objectives are being met.
- Evaluates employee access and trains employees on station information systems or new equipment.
- Performs other duties as assigned.

Additional Information:

Apply at: <https://www.upmatters.com/jobs> WJMN and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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WFRV, WJMN

Fax and E-mail verification summary report for Chief Engineer

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109850

Job Title: Chief Engineer

Job Opening Period: 3/4/2022 - 10/3/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	8/1/2022	Yes	10/3/2022	Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	6/1/2022	No		Linked In
Candidate	5/6/2022	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush

Job Notification details between 8/1/2022 to 7/31/2023

Digital Account Executive (Broadcast1Source tracking number 114515)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 03/07/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Digital Account Executive

Experience:

Responsibilities:

This full-time position reports to the Digital Sales Manager and responsibilities include but are not limited to:

- Digital marketing services salesperson "whale hunter" with focus on development of non-traditional digital accounts
- Establish, maintain and grow meaningful client relationships independently and alongside sales team
- Develop and execute go-to-market sales strategies and tactics that result in exceeding company revenue targets
- Work at a partnership/consultative level as digital advertising expert with account executive team
- Be an effective educator and ambassador both internally and externally on the benefits of digital marketing for clients
- Consistently communicate with clients
- Effective in "four-legged" call situations
- Expert solution mapping of client needs to digital marketing solutions
- Analyze campaign performance and recommend optimization for performance
- Other duties as assigned

Requirements:

Requirements and Skills:

- BA or BS in Business, Marketing, Advertising or Communications preferred
- 2+ years of digital marketing or media sales preferred
- Significant knowledge of the local digital marketing services product offering and it's effective use for clients.
- Motivated, enthusiastic, self-starter who is able to work effectively both independently and collaborating in a team environment
- Effective communication and client presentation skills
- Excellent follow-up, strong organizational skills and attention to detail
- Up to date on latest trends in digital marketing service industry
- Resourceful, self-motivated and a skillful multi-tasker
- Proficiency in Excel, PowerPoint, and ability to become proficient on in-house sales systems

Physical Demands & Work Environment:

The Digital Account Executive must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of revenue growth, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions.

If you like wild growth and working with happy, enthusiastic over-achievers, you'll enjoy your career with us!

Job Notification details between 8/1/2022 to 7/31/2023**Description:**

It's fun to work in a company where people truly believe in what they are doing! The Green Bay sales team is driven to produce results and have fun doing it! We work hard, play hard and WIN! Our digital sales performance has been on a steady climb and we are looking for an energetic, strategic, forward thinking thought leader to join our team and continue the climb.

As a member of the Green Bay / Nexstar digital sales team, the Digital Account Executive is responsible for generating and growing digital marketing service revenue for the company as well as partnering with multi-platform sales executives to develop digital revenue. The Digital AE will be the Green Bay market expert on digital services and will work, in conjunction with the local Nexstar sales team, to achieve budgeted revenue goals in the digital marketing services area. The Digital AE will achieve this by professionally and effectively selling Nexstar's digital products and inventories (including but not limited to targeted video, digital audience and reach extensions, OTT/CTV, email marketing, social media, SEO/SEM, and local sponsorships) with the intent to advance client objectives.

Additional Information:

Apply at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
3/7/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
3/7/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
3/7/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
3/7/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
3/7/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
3/7/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
3/7/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
3/7/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
3/7/2023	Indeed	No	Recruiting Source	1--	By User/Other System
3/7/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
3/7/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
3/7/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System

Job Notification Details Report**Date:** 4/22/2024**From:** Green Bay-Appleton-Marquette, WI**Page:** 21/58**Job Notification details between 8/1/2022 to 7/31/2023**

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
3/7/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Digital Account Executive

Position: Digital Account Executive

Hire Date: May 22, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

It's fun to work in a company where people truly believe in what they are doing! The Green Bay sales team is driven to produce results and have fun doing it! We work hard, play hard and WIN! Our digital sales performance has been on a steady climb and we are looking for an energetic, strategic, forward thinking thought leader to join our team and continue the climb.

As a member of the Green Bay / Nexstar digital sales team, the Digital Account Executive is responsible for generating and growing digital marketing service revenue for the company as well as partnering with multi-platform sales executives to develop digital revenue. The Digital AE will be the Green Bay market expert on digital services and will work, in conjunction with the local Nexstar sales team, to achieve budgeted revenue goals in the digital marketing services area. The Digital AE will achieve this by professionally and effectively selling Nexstar's digital products and inventories (including but not limited to targeted video, digital audience and reach extensions, OTT/CTV, email marketing, social media, SEO/SEM, and local sponsorships) with the intent to advance client objectives.

Requirements:

Requirements and Skills:

- BA or BS in Business, Marketing, Advertising or Communications preferred
- 2+ years of digital marketing or media sales preferred
- Significant knowledge of the local digital marketing services product offering and it's effective use for clients.
- Motivated, enthusiastic, self-starter who is able to work effectively both independently and collaborating in a team environment
- Effective communication and client presentation skills
- Excellent follow-up, strong organizational skills and attention to detail
- Up to date on latest trends in digital marketing service industry
- Resourceful, self-motivated and a skillful multi-tasker
- Proficiency in Excel, PowerPoint, and ability to become proficient on in-house sales systems

Physical Demands & Work Environment:

The Digital Account Executive must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of revenue growth, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions.

If you like wild growth and working with happy, enthusiastic over-achievers, you'll enjoy your career with us!

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Digital Account Executive

Responsibilities:

This full-time position reports to the Digital Sales Manager and responsibilities include but are not limited to:

- Digital marketing services salesperson "whale hunter" with focus on development of non-traditional digital accounts
- Establish, maintain and grow meaningful client relationships independently and alongside sales team
- Develop and execute go-to-market sales strategies and tactics that result in exceeding company revenue targets
- Work at a partnership/consultative level as digital advertising expert with account executive team
- Be an effective educator and ambassador both internally and externally on the benefits of digital marketing for clients
- Consistently communicate with clients
- Effective in "four-legged" call situations
- Expert solution mapping of client needs to digital marketing solutions
- Analyze campaign performance and recommend optimization for performance
- Other duties as assigned

Additional Information:

Apply at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for Digital Account Executive

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114515

Job Title: Digital Account Executive

Job Opening Period: 3/7/2023 - 5/22/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	4/10/2023	Yes	5/22/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	3/15/2023	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Job Notification details between 8/1/2022 to 7/31/2023**Digital Content Director (Broadcast1Source tracking number 109847)****No. of Agencies were used:** 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below**Sent On:** 07/25/2022**Subject:** Job Notification from Broadcast1Source**From:** contact@broadcast1source.com**E-Mail:** kathy.hoffman@wearegreenbay.com**Title:** Digital Content Director**Experience:**

Previous success leading a team of journalists, growing a news website and mobile views/visits is essential, and experience improving performance is a must. A strategic vision for continuing to increase WFRV Local 5's growth is critical.

SEO knowledge and understanding is essential. Social Media/Audience Engagement experience is also required to lead growth on all social media platforms. We are looking for a person to lead our digital team, drive higher levels of engagement, web traffic, and television viewing from our digital audiences across platforms. The successful candidate must have knowledge of video desktop editing, basic coding, HTML, CMS, Photoshop and word processing programs. They also must have a command of SEO and digital analytics and be able to share the information to help grow our product.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023

- Develop and lead a digital-first team
- Manage content display across desktop and mobile
- Be a newsroom leader and a fixture in the morning and afternoon editorial meetings
- Strong editorial judgment and journalism ethics
- Reviews copy for correct content, grammar, punctuation, etc.
- Contribute content to relevant events and/or stories as needed
- Assist with special projects planning & execution
- Think strategically about developing the digital audiences and online capacities of newsroom
- Help develop new opportunities to expand news brand and services while utilizing new and emerging Technologies
- Understand and utilize digital analytics
- Live streaming/OBS knowledge
- Work in tandem with News Director and other news managers
- Execute breaking news and weather coverage, including push alerts, social media, email alerts
- Develop and maintain new sections of the websites as news coverage dictates
- Plan for the long-term growth of the sites, sets priorities and plans coverage for major events
- Manage social media, including staff posts and moderation of user comments
- Additional responsibilities as assigned by management
- Demonstrate ability to learn and implement new software programs
- Demonstrate strong time, deadline and multiple project management skills
- Embrace journalistic ethics and have strong understanding of copyright/broadcast law

A degree in journalism or a related field is required. Newsroom experience is preferred. While they will work primarily with news, the Digital Content Director will also work with sales, production, and promotions.

We're also looking for someone who has their own great ideas, knows how to make them happen, and can help take WFRV Local 5 to the next level.

Description:

WFRV Local 5, has an immediate opening for our next great, Digital Content Director!

The Digital Content Director, in conjunction with the News Director, sets the vision for our digital-first newsroom and leads the station in accomplishing that vision. The Digital Content Director will lead the digital team that creates and produces the station's digital coverage on all platforms. The Digital Content Director also manages digital projects done by digital and broadcast journalists. We are looking for a newsroom leader who will continue to raise the digital bar for our entire station and inspire the team to reach their goals. The candidate must have a visceral distaste for office politics and gossip.

Additional Information:

If you're ready to do something unique, exciting, hard and amazing, apply online at: <https://www.wearegreenbay.com/jobs> And let's do this! WFRV-TV and Nexstar Media Inc are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
7/25/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/25/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
7/25/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
7/25/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
7/25/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/25/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
7/25/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
7/25/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
7/25/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
7/25/2022	Indeed	No	Recruiting Source	1--	By User/Other System
7/25/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
7/25/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
7/25/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Digital Content Director

Position: Digital Content Director

Hire Date: August 29, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WFRV Local 5, has an immediate opening for our next great, Digital Content Director!

The Digital Content Director, in conjunction with the News Director, sets the vision for our digital-first newsroom and leads the station in accomplishing that vision. The Digital Content Director will lead the digital team that creates and produces the station's digital coverage on all platforms. The Digital Content Director also manages digital projects done by digital and broadcast journalists. We are looking for a newsroom leader who will continue to raise the digital bar for our entire station and inspire the team to reach their goals. The candidate must have a visceral distaste for office politics and gossip.

Requirements:

WFRV, WJMN

Fax and E-mail verification summary report for Digital Content Director

- Develop and lead a digital-first team
- Manage content display across desktop and mobile
- Be a newsroom leader and a fixture in the morning and afternoon editorial meetings
- Strong editorial judgment and journalism ethics
- Reviews copy for correct content, grammar, punctuation, etc.
- Contribute content to relevant events and/or stories as needed
- Assist with special projects planning & execution
- Think strategically about developing the digital audiences and online capacities of newsroom
- Help develop new opportunities to expand news brand and services while utilizing new and emerging Technologies
- Understand and utilize digital analytics
- Live streaming/OBS knowledge
- Work in tandem with News Director and other news managers
- Execute breaking news and weather coverage, including push alerts, social media, email alerts
- Develop and maintain new sections of the websites as news coverage dictates
- Plan for the long-term growth of the sites, sets priorities and plans coverage for major events
- Manage social media, including staff posts and moderation of user comments
- Additional responsibilities as assigned by management
- Demonstrate ability to learn and implement new software programs
- Demonstrate strong time, deadline and multiple project management skills
- Embrace journalistic ethics and have strong understanding of copyright/broadcast law

A degree in journalism or a related field is required. Newsroom experience is preferred. While they will work primarily with news, the Digital Content Director will also work with sales, production, and promotions.

We're also looking for someone who has their own great ideas, knows how to make them happen, and can help take WFRV Local 5 to the next level.

Experience:

Previous success leading a team of journalists, growing a news website and mobile views/visits is essential, and experience improving performance is a must. A strategic vision for continuing to increase WFRV Local 5's growth is critical.

SEO knowledge and understanding is essential. Social Media/Audience Engagement experience is also required to lead growth on all social media platforms. We are looking for a person to lead our digital team, drive higher levels of engagement, web traffic, and television viewing from our digital audiences across platforms. The successful candidate must have knowledge of video desktop editing, basic coding, HTML, CMS, Photoshop and word processing programs. They also must have a command of SEO and digital analytics and be able to share the information to help grow our product.

Additional Information:

If you're ready to do something unique, exciting, hard and amazing, apply online at:

<https://www.wearegreenbay.com/jobs> And let's do this! WFRV-TV and Nexstar Media Inc are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Digital Content Director

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109847

Job Title: Digital Content Director

Job Opening Period: 7/25/2022 - 8/29/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	8/19/2022	No		Linked In

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109847

Job Title: Digital Content Director

Job Opening Period: 7/25/2022 - 8/29/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	8/19/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	8/11/2022	Yes	8/29/2022	WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Job Notification details between 8/1/2022 to 7/31/2023

Digital Content Producer (Broadcast1Source tracking number 111336)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 09/01/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Digital Content Producer

Experience:

Skill/ Experience Requirements

- Experience in digital content and journalism
- Clever headline writer that gets readers to click
- Strong multi-tasking abilities
- Organized, technical problem solver and quick decision maker
- Capable of researching, interviewing and writing original news articles
- Knowledge of SEO best practices and AP Style
- Enjoys working in teams and has excellent interpersonal skills
- Ability to learn new technology independently and quickly
- Strong communicator
- Some schedule flexibility (nights, weekends)
- Strong understanding of Google Analytics; Chartbeat experience a plus
- Proficiency in MS Office; HTML, CSS and Photoshop experience a plus
- Meets measurements of success

Requirements:

Typical day

The site producer will attend local editorial meetings as needed/assigned. Producer will have familiarity with local, regional, and national content and use data to make decisions on what stories to publish and how to showcase them on website. Producer will take stories from newsroom and digital reporters and help package the content for optimal engagement. Producer will need to improve headlines and thumbnail images. Producer will communicate successes across the team and the regional group to maximize traffic across as many websites as possible.

Measurements of success

- Works well with local and regional newsrooms
- Doesn't miss big stories
- Makes decisions based on data
- Understands KPIs and regularly works towards those goals:
 - **Role KPIs:** +10% visits, +10% home visits, +10% total PVs
- Responds well to feedback and offers insights on how audience is responding to content and headlines

Description:

Job Notification details between 8/1/2022 to 7/31/2023

The Site Producer is responsible for updating their local website, curating high-performing content, crafting homepage layouts driven by data, and helping to report news -- everything from quick-hit local stories to breaking news and enterprise reports. This role will work on building a loyal local audience by being responsive to traffic patterns and audience interest while serving as a steward of our brands.

Position Responsibilities

- Curate and aggregate a steady stream of interesting content that is packaged and promoted in a way that generates engagement and repeat site visitation
- Monitor all forms of media (print, TV, digital, blogs and social) and be quick to report breaking news stories and always on the hunt for exclusive and/or trending content that will grow engagement and drive loyal, local traffic
- Excellent at writing headlines that grow audience and engagement
- Prioritize packaging content that grows page views per visitor and time on site, using headline testing, metric tools and observed patterns to guide decision making
- Evaluate website traffic trends to make decisions on both daily content needs and longer-term content curation that will grow local audience
- Build positive working relationships with newsroom staff and management, work collaboratively on enterprise content and create opportunities to market web content on broadcast
- Promote and distribute news content on social media
- Flexibility to perform additional duties as needed

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> Television Station and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
9/1/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
9/1/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
9/1/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
9/1/2022	Indeed	No	Recruiting Source	1--	By User/Other System
9/1/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
9/1/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
9/1/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
9/1/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
9/1/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
9/1/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
9/1/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
9/1/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
9/1/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Digital Content Producer

Position: Digital Content Producer

Hire Date: December 5, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

The Site Producer is responsible for updating their local website, curating high-performing content, crafting homepage layouts driven by data, and helping to report news -- everything from quick-hit local stories to breaking news and enterprise reports. This role will work on building a loyal local audience by being responsive to traffic patterns and audience interest while serving as a steward of our brands.

Position Responsibilities

- Curate and aggregate a steady stream of interesting content that is packaged and promoted in a way that generates engagement and repeat site visitation
- Monitor all forms of media (print, TV, digital, blogs and social) and be quick to report breaking news stories and always on the hunt for exclusive and/or trending content that will grow engagement and drive loyal, local traffic
- Excellent at writing headlines that grow audience and engagement
- Prioritize packaging content that grows page views per visitor and time on site, using headline testing, metric tools and observed patterns to guide decision making
- Evaluate website traffic trends to make decisions on both daily content needs and longer-term content curation that will grow local audience
- Build positive working relationships with newsroom staff and management, work collaboratively on enterprise content and create opportunities to market web content on broadcast
- Promote and distribute news content on social media
- Flexibility to perform additional duties as needed

Requirements:

WFRV, WJMN

Fax and E-mail verification summary report for Digital Content Producer

Typical day

The site producer will attend local editorial meetings as needed/assigned. Producer will have familiarity with local, regional, and national content and use data to make decisions on what stories to publish and how to showcase them on website. Producer will take stories from newsroom and digital reporters and help package the content for optimal engagement. Producer will need to improve headlines and thumbnail images. Producer will communicate successes across the team and the regional group to maximize traffic across as many websites as possible.

Measurements of success

- Works well with local and regional newsrooms
- Doesn't miss big stories
- Makes decisions based on data
- Understands KPIs and regularly works towards those goals:
 - **Role KPIs:** +10% visits, +10% home visits, +10% total PVs
- Responds well to feedback and offers insights on how audience is responding to content and headlines

Experience:

Skill/ Experience Requirements

- Experience in digital content and journalism
- Clever headline writer that gets readers to click
- Strong multi-tasking abilities
- Organized, technical problem solver and quick decision maker
- Capable of researching, interviewing and writing original news articles
- Knowledge of SEO best practices and AP Style
- Enjoys working in teams and has excellent interpersonal skills
- Ability to learn new technology independently and quickly
- Strong communicator
- Some schedule flexibility (nights, weekends)
- Strong understanding of Google Analytics; Chartbeat experience a plus
- Proficiency in MS Office; HTML, CSS and Photoshop experience a plus
- Meets measurements of success

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobs> WFRV Television Station and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Digital Content Producer

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111336

Job Title: Digital Content Producer

Job Opening Period: 9/1/2022 - 12/5/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	11/3/2022	No		Linked In
Candidate	11/2/2022	Yes	12/5/2022	WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	11/1/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	10/28/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	10/24/2022	No		Linked In
Candidate	10/7/2022	No		Linked In
Candidate	9/30/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023**Meteorologist (Broadcast1Source tracking number 114523)****No. of Agencies were used:** 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below**Sent On:** 10/10/2022**Subject:** Job Notification from Broadcast1Source**From:** contact@broadcast1source.com**E-Mail:** kathy.hoffman@wearegreenbay.com**Title:** Meteorologist**Experience:**

Essential Duties and Responsibilities:

- Produces and presents weather reports for all our digital platforms.
- Ensures that all weather content meets company standards for journalistic integrity and production quality.
- Writes and delivers weather stories in a clear and concise manner.
- Assists in writing, copy editing, researching and coordinating weather programming and other content.
- Responds to breaking and/or severe weather events and other urgent newsrooms situations as required.
- Works closely with the weather team to develop comprehensive weather coverage.
- Participates in promotional activities including public appearances.
- Performs special projects and other duties as assigned.
- Writes web stories detailing the local forecast on a daily basis.
- Interacts with viewers and users on social media sites.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023**Requirements and Skills:**

- Bachelor's degree in Meteorology, or a related field, or an equivalent combination of education and work related experience.
- Fluency in English.
- Excellent communication skills, both oral and written with the ability to ad lib when required.
- Minimum three years' experience in weather reporting or anchoring.
- Superior on-air presence.
- Experience guiding, directing and motivating others.
- Ability to identify the developmental needs of others and to coach, mentor or otherwise help others to improve their knowledge or skills.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Ability to effectively listen to fully understand problems and communicate with a team to shape a solution.
- Strong understanding of the field of meteorology and a proven track record of forecasting.
- Valid driver's license with a good driving record.
- Flexibility to work any shift.

Physical Demands and Work Environment:

The Meteorologist must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors occasionally in all weather conditions, and work indoors in environmentally controlled conditions. In addition, the Meteorologist must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Description:

The Meteorologist forecasts weather conditions and produce and anchors weather reports for all platforms in a manner that is clear, engaging and meaningful to news consumers.

Additional Information:

Apply on line at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. is an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
10/10/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
10/10/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
10/10/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
10/10/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
10/10/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
10/10/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
10/10/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
10/10/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
10/10/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
10/10/2022	Indeed	No	Recruiting Source	1--	By User/Other System
10/10/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
10/10/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
10/10/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Meteorologist

Position: Meteorologist

Hire Date: June 5, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

The Meteorologist forecasts weather conditions and produce and anchors weather reports for all platforms in a manner that is clear, engaging and meaningful to news consumers.

Requirements:

Requirements and Skills:

- Bachelor's degree in Meteorology, or a related field, or an equivalent combination of education and work related experience.
- Fluency in English.
- Excellent communication skills, both oral and written with the ability to ad lib when required.
- Minimum three years' experience in weather reporting or anchoring.
- Superior on-air presence.
- Experience guiding, directing and motivating others.
- Ability to identify the developmental needs of others and to coach, mentor or otherwise help others to improve their knowledge or skills.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Ability to effectively listen to fully understand problems and communicate with a team to shape a solution.
- Strong understanding of the field of meteorology and a proven track record of forecasting.
- Valid driver's license with a good driving record.
- Flexibility to work any shift.

Physical Demands and Work Environment:

The Meteorologist must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors occasionally in all weather conditions, and work indoors in environmentally controlled conditions. In addition, the Meteorologist must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Meteorologist

Essential Duties and Responsibilities:

- Produces and presents weather reports for all our digital platforms.
- Ensures that all weather content meets company standards for journalistic integrity and production quality.
- Writes and delivers weather stories in a clear and concise manner.
- Assists in writing, copy editing, researching and coordinating weather programming and other content.
- Responds to breaking and/or severe weather events and other urgent newsrooms situations as required.
- Works closely with the weather team to develop comprehensive weather coverage.
- Participates in promotional activities including public appearances.
- Performs special projects and other duties as assigned.
- Writes web stories detailing the local forecast on a daily basis.
- Interacts with viewers and users on social media sites.

Additional Information:

Apply on line at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. is an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Meteorologist

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114523

Job Title: Meteorologist

Job Opening Period: 10/10/2022 - 6/5/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	4/19/2023	Yes	6/5/2023	Linked In
Candidate	4/6/2023	No		Linked In
Candidate	3/21/2023	No		Linked In
Candidate	3/9/2023	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	3/1/2023	No		Linked In
Candidate	2/15/2023	No		TV Jobs P.O. Box 4116 Oceanside, California 92052 Phone: 760-754-8177 Fax: 1---Mark Holloway

Job Notification details between 8/1/2022 to 7/31/2023

MMJ Bureau Reporter (Broadcast1Source tracking number 114527)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 07/14/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: MMJ Bureau Reporter

Experience:

Essential Duties & Responsibilities:

- Writes and reports stories on multiple platforms (Web, Broadcast, Social Media) describing the background and details of various events.
- Arranges and conducts interviews with people who can provide information about stories.
- Reviews copy and corrects errors in content, grammar, and punctuation, following prescribed editorial style and formatting guidelines. Then presents that copy to a news manager for review.
- Determines a story's emphasis, length, and format, and organizes material accordingly.
- Researches and analyzes background information related to news stories in order to be able to provide complete and accurate information.
- Gathers information about events through research, interviews, experience, or attendance at political, news, sports, artistic, social, or other functions.
- Pitches stories to news managers and news producers which are relevant to the local community.
- Receives assignments and evaluates leads and tips to develop story ideas.
- Discusses issues with producers and/or news managers to establish priorities or positions.
- Checks reference materials such as books, news files or public records to obtain relevant facts.
- Revises work to meet editorial approval or to fit time requirements.
- Shoots and edits news events and news reports.
- Ensures that all content meets company standards for journalistic integrity and production quality.
- Interacts with viewers/users on social media sites.
- Performs special projects and other duties as assigned.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023**Requirements & Skills:**

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience.
- Fluency in English.
- Excellent communication skills, both oral and written with the ability to *ad lib* when required.
- Minimum one year experience in news reporting.
- Strong on-air presence.
- Proficiency with computers, telephones, social media platforms, copiers, scanners, fax machines and more.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Valid driver's license with a good driving record.
- Flexibility to work any shift as news events demand.

Physical Demands & Work Environment:

The Reporter must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, the Reporter must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Description:

The Reporter/Multimedia Journalist identifies potential stories, collects, analyzes, and presents facts about newsworthy events by interview, investigation or observation for all platforms in a manner that is clear, engaging and meaningful to news consumers.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
7/14/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
7/14/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
7/14/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
7/14/2022	Indeed	No	Recruiting Source	1--	By User/Other System
7/14/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
7/14/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
7/14/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
7/14/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
7/14/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for MMJ Bureau Reporter

Position: MMJ Bureau Reporter

Hire Date: June 19, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

The Reporter/Multimedia Journalist identifies potential stories, collects, analyzes, and presents facts about newsworthy events by interview, investigation or observation for all platforms in a manner that is clear, engaging and meaningful to news consumers.

Requirements:

Requirements & Skills:

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience.
- Fluency in English.
- Excellent communication skills, both oral and written with the ability to *ad lib* when required.
- Minimum one year experience in news reporting.
- Strong on-air presence.
- Proficiency with computers, telephones, social media platforms, copiers, scanners, fax machines and more.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Valid driver's license with a good driving record.
- Flexibility to work any shift as news events demand.

Physical Demands & Work Environment:

The Reporter must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, the Reporter must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for MMJ Bureau Reporter

Essential Duties & Responsibilities:

- Writes and reports stories on multiple platforms (Web, Broadcast, Social Media) describing the background and details of various events.
- Arranges and conducts interviews with people who can provide information about stories.
- Reviews copy and corrects errors in content, grammar, and punctuation, following prescribed editorial style and formatting guidelines. Then presents that copy to a news manager for review.
- Determines a story's emphasis, length, and format, and organizes material accordingly.
- Researches and analyzes background information related to news stories in order to be able to provide complete and accurate information.
- Gathers information about events through research, interviews, experience, or attendance at political, news, sports, artistic, social, or other functions.
- Pitches stories to news managers and news producers which are relevant to the local community.
- Receives assignments and evaluates leads and tips to develop story ideas.
- Discusses issues with producers and/or news managers to establish priorities or positions.
- Checks reference materials such as books, news files or public records to obtain relevant facts.
- Revises work to meet editorial approval or to fit time requirements.
- Shoots and edits news events and news reports.
- Ensures that all content meets company standards for journalistic integrity and production quality.
- Interacts with viewers/users on social media sites.
- Performs special projects and other duties as assigned.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for MMJ Bureau Reporter

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114527

Job Title: MMJ Bureau Reporter

Job Opening Period: 7/14/2022 - 6/19/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/11/2023	Yes	6/19/2023	Linked In
Candidate	4/20/2023	No		Linked In

Job Notification details between 8/1/2022 to 7/31/2023

News Producer (Broadcast1Source tracking number 114522)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 02/17/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: News Producer

Experience:

News Producers must be capable of making quick and sound editorial decisions, including:

- Deciding which stories are of most interest to our Local 5 news consumers.
- Prioritize stories and story development efforts.
- Determine the order in which stories will be told in broadcasts.
- Write compelling broadcast content focused for our audience.
- Be able to quickly adjust stories within newscasts to accommodate breaking news.
- Communicate effectively with coworkers, anchors, directors as well as field reporters.
- Write informative and detailed web platform stories including links and additional information viewers will find useful.
- Write compelling teases to bring viewers to our broadcasts.
- Time broadcasts and insure they are clean and correct on the air.
- Edits video for broadcast as well as online use.

Requirements:

Skills Required:

- Bachelor's Degree in Journalism, communications, or related field of equivalent combination of education and work experience.
- Fluency in English with strong spelling and grammar.
- Excellent communication skills (oral and written) with both coworkers and the public.
- Proficiency with computers, tablets and mobile digital devices.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Flexibility to work any shift, with some late notice of shift and schedule changes.

Physical Demands and Work Environment:

The News Producer must be able to stand, sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

Do you have a passion for producing? We are looking for a driven, creative journalist who can connect with our viewers in a meaningful way. The requirements go far beyond stacking a rundown and writing news copy. We want someone who can create an experience for our audience.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
2/17/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
2/17/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
2/17/2023	Indeed	No	Recruiting Source	1--	By User/Other System
2/17/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
2/17/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
2/17/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System
2/17/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
2/17/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
2/17/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
2/17/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
2/17/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
2/17/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
2/17/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

Position: News Producer

Hire Date: June 5, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Do you have a passion for producing? We are looking for a driven, creative journalist who can connect with our viewers in a meaningful way. The requirements go far beyond stacking a rundown and writing news copy. We want someone who can create an experience for our audience.

Requirements:

Skills Required:

- Bachelor's Degree in Journalism, communications, or related field of equivalent combination of education and work experience.
- Fluency in English with strong spelling and grammar.
- Excellent communication skills (oral and written) with both coworkers and the public.
- Proficiency with computers, tablets and mobile digital devices.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Flexibility to work any shift, with some late notice of shift and schedule changes.

Physical Demands and Work Environment:

The News Producer must be able to stand, sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

News Producers must be capable of making quick and sound editorial decisions, including:

- Deciding which stories are of most interest to our Local 5 news consumers.
- Prioritize stories and story development efforts.
- Determine the order in which stories will be told in broadcasts.
- Write compelling broadcast content focused for our audience.
- Be able to quickly adjust stories within newscasts to accommodate breaking news.
- Communicate effectively with coworkers, anchors, directors as well as field reporters.
- Write informative and detailed web platform stories including links and additional information viewers will find useful.
- Write compelling teases to bring viewers to our broadcasts.
- Time broadcasts and insure they are clean and correct on the air.
- Edits video for broadcast as well as online use.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114522

Job Title: News Producer

Job Opening Period: 2/17/2023 - 6/5/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/17/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	5/9/2023	Yes	6/5/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Interview Recruitment Source Report**Date:** 4/22/2024**From:** Green Bay-Appleton-Marquette,WI**Page:** 20/22**Interview Recruitment Source Report from 8/1/2022 - 7/31/2023**

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114522

Job Title: News Producer

Job Opening Period: 2/17/2023 - 6/5/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/9/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	3/8/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

News Producer (Broadcast1Source tracking number 114519)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 02/17/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: News Producer

Experience:

News Producers must be capable of making quick and sound editorial decisions, including:

- Deciding which stories are of most interest to our Local 5 news consumers.
- Prioritize stories and story development efforts.
- Determine the order in which stories will be told in broadcasts.
- Write compelling broadcast content focused for our audience.
- Be able to quickly adjust stories within newscasts to accommodate breaking news.
- Communicate effectively with coworkers, anchors, directors as well as field reporters.
- Write informative and detailed web platform stories including links and additional information viewers will find useful.
- Write compelling teases to bring viewers to our broadcasts.
- Time broadcasts and insure they are clean and correct on the air.
- Edits video for broadcast as well as online use.

Requirements:

Skills Required:

- Bachelor's Degree in Journalism, communications, or related field of equivalent combination of education and work experience.
- Fluency in English with strong spelling and grammar.
- Excellent communication skills (oral and written) with both coworkers and the public.
- Proficiency with computers, tablets and mobile digital devices.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Flexibility to work any shift, with some late notice of shift and schedule changes.

Physical Demands and Work Environment:

The News Producer must be able to stand, sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

Do you have a passion for producing? We are looking for a driven, creative journalist who can connect with our viewers in a meaningful way. The requirements go far beyond stacking a rundown and writing news copy. We want someone who can create an experience for our audience.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://nexstar.wd5.myworkdayjobs.com/nexstar>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
2/23/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
2/23/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
2/23/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
2/23/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
2/23/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
2/23/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
2/23/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System
2/23/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
2/23/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
2/23/2023	Indeed	No	Recruiting Source	1--	By User/Other System
2/23/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
2/23/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
2/23/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

Position: News Producer

Hire Date: May 30, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Do you have a passion for producing? We are looking for a driven, creative journalist who can connect with our viewers in a meaningful way. The requirements go far beyond stacking a rundown and writing news copy. We want someone who can create an experience for our audience.

Requirements:

Skills Required:

- Bachelor's Degree in Journalism, communications, or related field of equivalent combination of education and work experience.
- Fluency in English with strong spelling and grammar.
- Excellent communication skills (oral and written) with both coworkers and the public.
- Proficiency with computers, tablets and mobile digital devices.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Flexibility to work any shift, with some late notice of shift and schedule changes.

Physical Demands and Work Environment:

The News Producer must be able to stand, sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

News Producers must be capable of making quick and sound editorial decisions, including:

- Deciding which stories are of most interest to our Local 5 news consumers.
- Prioritize stories and story development efforts.
- Determine the order in which stories will be told in broadcasts.
- Write compelling broadcast content focused for our audience.
- Be able to quickly adjust stories within newscasts to accommodate breaking news.
- Communicate effectively with coworkers, anchors, directors as well as field reporters.
- Write informative and detailed web platform stories including links and additional information viewers will find useful.
- Write compelling teasers to bring viewers to our broadcasts.
- Time broadcasts and insure they are clean and correct on the air.
- Edits video for broadcast as well as online use.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://nexstar.wd5.myworkdayjobs.com/nexstar>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114519

Job Title: News Producer

Job Opening Period: 2/17/2023 - 5/30/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/17/2023	Yes	5/30/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	5/9/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114519

Job Title: News Producer

Job Opening Period: 2/17/2023 - 5/30/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/9/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	3/8/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

News Producer (Broadcast1Source tracking number 111385)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 07/14/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: News Producer

Experience:

News Producers must be capable of making quick and sound editorial decisions, including:

- Deciding which stories are of most interest to our Local 5 news consumers.
- Prioritize stories and story development efforts.
- Determine the order in which stories will be told in broadcasts.
- Write compelling broadcast content focused for our audience.
- Be able to quickly adjust stories within newscasts to accommodate breaking news.
- Communicate effectively with coworkers, anchors, directors as well as field reporters.
- Write informative and detailed web platform stories including links and additional information viewers will find useful.
- Write compelling teases to bring viewers to our broadcasts.
- Time broadcasts and insure they are clean and correct on the air.
- Edits video for broadcast as well as online use.

Requirements:

Skills Required:

- Bachelor's Degree in Journalism, communications, or related field of equivalent combination of education and work experience.
- Fluency in English with strong spelling and grammar.
- Excellent communication skills (oral and written) with both coworkers and the public.
- Proficiency with computers, tablets and mobile digital devices.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Flexibility to work any shift, with some late notice of shift and schedule changes.

Physical Demands and Work Environment:

The News Producer must be able to stand, sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

Do you have a passion for producing? We are looking for a driven, creative journalist who can connect with our viewers in a meaningful way. The requirements go far beyond stacking a rundown and writing news copy. We want someone who can create an experience for our audience.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
7/14/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
7/14/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
7/14/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
7/14/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
7/14/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
7/14/2022	Indeed	No	Recruiting Source	1--	By User/Other System
7/14/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
7/14/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
7/14/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

Position: News Producer

Hire Date: February 13, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Do you have a passion for producing? We are looking for a driven, creative journalist who can connect with our viewers in a meaningful way. The requirements go far beyond stacking a rundown and writing news copy. We want someone who can create an experience for our audience.

Requirements:

Skills Required:

- Bachelor's Degree in Journalism, communications, or related field of equivalent combination of education and work experience.
- Fluency in English with strong spelling and grammar.
- Excellent communication skills (oral and written) with both coworkers and the public.
- Proficiency with computers, tablets and mobile digital devices.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Flexibility to work any shift, with some late notice of shift and schedule changes.

Physical Demands and Work Environment:

The News Producer must be able to stand, sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for News Producer

News Producers must be capable of making quick and sound editorial decisions, including:

- Deciding which stories are of most interest to our Local 5 news consumers.
- Prioritize stories and story development efforts.
- Determine the order in which stories will be told in broadcasts.
- Write compelling broadcast content focused for our audience.
- Be able to quickly adjust stories within newscasts to accommodate breaking news.
- Communicate effectively with coworkers, anchors, directors as well as field reporters.
- Write informative and detailed web platform stories including links and additional information viewers will find useful.
- Write compelling teases to bring viewers to our broadcasts.
- Time broadcasts and insure they are clean and correct on the air.
- Edits video for broadcast as well as online use.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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WFRV, WJMN

Fax and E-mail verification summary report for News Producer

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111385

Job Title: News Producer

Job Opening Period: 7/14/2022 - 2/13/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	1/26/2023	Yes	2/13/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/14/2022	No		WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Job Notification details between 8/1/2022 to 7/31/2023

Newscast Technical Director (Broadcast1Source tracking number 109851)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 02/16/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Newscast Technical Director

Experience:

- Switches video sources and gives direction at the same time during live broadcasts.
- Works with the news producers to deliver a clean and high energy newscast.
- Accountable for interfacing and communicating all technical and staging requirements between producers and production crew.
- Coordinates the efforts of all technical operators during newscasts and other live and recorded productions
- Run cameras and audio board for newscasts as needed.
- Performs other duties as assigned by the Production & Promotions Director.

Requirements:

Job Requirements

- Television production studio and control room experience.

Knowledge of the following preferred:

- NRCS (preferably AVID iNews)
- Video playback servers (preferably Bitcentral)
- Graphic playout systems (preferably Ross Xpression) - video routers and switchers (preferably Ross Carbonite)
- studio, PTZ and ENG style cameras
- wireless lav microphones and audio boards
- Excellent organizational and communication skills.
- Must be an effective leader and able to positively motivate and effectively communicate with producers and production crew.
- Demonstrate excellent judgment and timely decision-making in a dynamic and fluid live news production environment.
- Software skills required include Adobe CC Suite Production Package: Premiere Pro, After Effects, Photoshop, and Media Encoder.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

WJMN Local 3 is looking for a full-time evening Newscast Technical Director. The newscast technical director is responsible for facilitating the overall look and presentation of news production. Experience with television production is preferred.

This position will report to the Production and Promotions Director but will also work with the newsroom. This position REQUIRES working weekends.

Additional Information:

Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
2/16/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
2/16/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
2/16/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
2/16/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
2/16/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
2/16/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
2/16/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
2/16/2022	Indeed	No	Recruiting Source	1--	By User/Other System
2/16/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
2/16/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
2/16/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
2/16/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
2/16/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Newscast Technical Director

Position: Newscast Technical Director

Hire Date: October 10, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WJMN Local 3 is looking for a full-time evening Newscast Technical Director. The newscast technical director is responsible for facilitating the overall look and presentation of news production. Experience with television production is preferred.

This position will report to the Production and Promotions Director but will also work with the newsroom. This position REQUIRES working weekends.

Requirements:

Job Requirements

- Television production studio and control room experience.

Knowledge of the following preferred:

- NRCS (preferably AVID iNews)
- Video playback servers (preferably Bitcentral)
- Graphic playout systems (preferably Ross Xpression) - video routers and switchers (preferably Ross Carbonite)
- studio, PTZ and ENG style cameras
- wireless lav microphones and audio boards
- Excellent organizational and communication skills.
- Must be an effective leader and able to positively motivate and effectively communicate with producers and production crew.
- Demonstrate excellent judgment and timely decision-making in a dynamic and fluid live news production environment.
- Software skills required include Adobe CC Suite Production Package: Premiere Pro, After Effects, Photoshop, and Media Encoder.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Newscast Technical Director

- Switches video sources and gives direction at the same time during live broadcasts.
- Works with the news producers to deliver a clean and high energy newscast.
- Accountable for interfacing and communicating all technical and staging requirements between producers and production crew.
- Coordinates the efforts of all technical operators during newscasts and other live and recorded productions
- Run cameras and audio board for newscasts as needed.
- Performs other duties as assigned by the Production & Promotions Director.

Additional Information:

Apply at: <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Newscast Technical Director

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report

Date: 4/22/2024

From: Green Bay-Appleton-Marquette,WI

Page: 1/22

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023*Please note that the recruitment source used for hiring is bolded in the text below*

Job ID: 109851

Job Title: Newscast Technical Director

Job Opening Period: 2/16/2022 - 10/10/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	9/18/2022	Yes	10/10/2022	WJMN-TV internal posting 3165 Wright St. Suite 101 Marquette, Michigan 49855 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	8/30/2022	No		Linked In
Candidate	6/29/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Job Notification details between 8/1/2022 to 7/31/2023

Production Assistant (Broadcast1Source tracking number 111386)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 11/11/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Production Assistant

Experience:

Essential Duties & Responsibilities:

- Technical direct and run audio for live newscasts and other live/taped programming.
- Assist in preparation of newscasts and other programming (make graphics, segment recordings, promo tagging, etc.)

Other duties as assigned.

Requirements:

Requirements & Skills:

- High School Diploma
- Fluency in English
- Excellent communication skills, both oral and written.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment
- Proficiency with broadcast control equipment
- Experience with Photoshop a plus
- Ability to work under pressure in a fast paced environment
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Related degree or experience is preferred
- Must be able to work weekends and holidays

Physical Demands & Work Environment:

The Production Assistant must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work near others, and work indoors in environmentally controlled conditions. In addition, the Production Assistant must be able to lift, set up and operate equipment weighing up to 50 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions. Remote projects will include working outdoors.

Job Notification details between 8/1/2022 to 7/31/2023**Description:**

WFRV-TV Local 5 has an immediate opening for a full-time Production Assistant.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
11/11/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
11/11/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
11/11/2022	Indeed	No	Recruiting Source	1--	By User/Other System
11/11/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
11/11/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
11/11/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
11/11/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
11/11/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
11/11/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
11/11/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/11/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
11/11/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
11/11/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Production Assistant

Position: Production Assistant

Hire Date: February 19, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WFRV-TV Local 5 has an immediate opening for a full-time Production Assistant.

Requirements:

Requirements & Skills:

- High School Diploma
- Fluency in English
- Excellent communication skills, both oral and written.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment
- Proficiency with broadcast control equipment
- Experience with Photoshop a plus
- Ability to work under pressure in a fast paced environment
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Related degree or experience is preferred
- Must be able to work weekends and holidays

Physical Demands & Work Environment:

The Production Assistant must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work near others, and work indoors in environmentally controlled conditions. In addition, the Production Assistant must be able to lift, set up and operate equipment weighing up to 50 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions. Remote projects will include working outdoors.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Production Assistant

Essential Duties & Responsibilities:

- Technical direct and run audio for live newscasts and other live/taped programming.
- Assist in preparation of newscasts and other programming (make graphics, segment recordings, promo tagging, etc.)

Other duties as assigned.

Additional Information:

Apply online at <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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WFRV, WJMN

Fax and E-mail verification summary report for Production Assistant

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report

Date: 4/22/2024

From: Green Bay-Appleton-Marquette,WI

Page: 9/22

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023*Please note that the recruitment source used for hiring is bolded in the text below*

Job ID: 111386

Job Title: Production Assistant

Job Opening Period: 11/11/2022 - 2/19/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	2/8/2023	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	12/5/2022	No		WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111386

Job Title: Production Assistant

Job Opening Period: 11/11/2022 - 2/19/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/1/2022	No		WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	11/23/2022	No		WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	11/18/2022	Yes	2/19/2023	WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Job Notification details between 8/1/2022 to 7/31/2023

Production Assistant (Broadcast1Source tracking number 111338)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 11/18/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Production Assistant

Experience:

Essential Duties & Responsibilities:

- Technical direct, run audio, or graphics for live newscasts and other live/taped programming.
- Assist in preparation of newscasts and other programming (make graphics, segment recordings, promo tagging, etc.)
- Other duties as assigned.

Requirements:

Requirements & Skills:

- High School Diploma
- Excellent communication skills, both oral and written.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment
- Proficiency with broadcast control equipment
- Experience with Photoshop a plus
- Ability to work under pressure in a fast paced environment
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Related degree or experience is preferred
- Must be able to work weekends and holidays

Physical Demands & Work Environment: The Production Assistant must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work near others, and work indoors in environmentally controlled conditions. In addition, the Production Assistant must be able to lift, set up and operate equipment weighing up to 50 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions. Remote projects will include working outdoors.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

WJMN-TV Local 3 has an immediate opening for a full-time Production Assistant. We are looking for a motivated individual to help improve the quality of our newscasts and other productions. We provide a professional, learning environment with opportunities for career growth.

Additional Information:

Apply online at <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
11/18/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
11/18/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
11/18/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
11/18/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
11/18/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
11/18/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
11/18/2022	Indeed	No	Recruiting Source	1--	By User/Other System
11/18/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
11/18/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
11/18/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Production Assistant

Position: Production Assistant

Hire Date: December 19, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WJMN-TV Local 3 has an immediate opening for a full-time Production Assistant. We are looking for a motivated individual to help improve the quality of our newscasts and other productions. We provide a professional, learning environment with opportunities for career growth.

Requirements:

Requirements & Skills:

- High School Diploma
- Excellent communication skills, both oral and written.
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment
- Proficiency with broadcast control equipment
- Experience with Photoshop a plus
- Ability to work under pressure in a fast paced environment
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Related degree or experience is preferred
- Must be able to work weekends and holidays

Physical Demands & Work Environment: The Production Assistant must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work near others, and work indoors in environmentally controlled conditions. In addition, the Production Assistant must be able to lift, set up and operate equipment weighing up to 50 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions. Remote projects will include working outdoors.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Production Assistant

Essential Duties & Responsibilities:

- Technical direct, run audio, or graphics for live newscasts and other live/taped programming.
- Assist in preparation of newscasts and other programming (make graphics, segment recordings, promo tagging, etc.)
- Other duties as assigned.

Additional Information:

Apply online at <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for Production Assistant

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report

Date: 4/22/2024

From: Green Bay-Appleton-Marquette,WI

Page: 10/22

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023*Please note that the recruitment source used for hiring is bolded in the text below*

Job ID: 111338

Job Title: Production Assistant

Job Opening Period: 11/18/2022 - 12/19/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/2/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	12/2/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source

Interview Recruitment Source Report

Date: 4/22/2024

From: Green Bay-Appleton-Marquette,WI

Page: 11/22

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023*Please note that the recruitment source used for hiring is bolded in the text below*

Job ID: 111338

Job Title: Production Assistant

Job Opening Period: 11/18/2022 - 12/19/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/1/2022	Yes	12/19/2022	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	11/23/2022	No		Linked In

Job Notification details between 8/1/2022 to 7/31/2023

Reporter/MMJ (Broadcast1Source tracking number 114520)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 07/14/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Reporter/MMJ

Experience:

Essential Duties & Responsibilities:

- Reports stories on multiple platforms (Web, Broadcast, Social Media) describing the background and details of various events.
- Arranges and conducts interviews with people who can provide information about stories.
- Reviews copy and corrects errors in content, grammar and punctuation, following prescribed editorial style and formatting guidelines. Then presents that copy to a news manager for review.
- Determines a story's emphasis and organizes material accordingly.
- Researches and analyzes background information related to news stories in order to be able to provide complete and accurate information.
- Gathers information about events through research, interviews, experience or attendance at political, news, sports, artistic, social or other functions.
- Pitches enterprise story ideas to news managers and news producers which are relevant to the local community.
- Receives assignments and evaluates leads and tips to develop story ideas.
- Discusses issues with producers and/or news managers to establish priorities or positions.
- Revises work to meet editorial approval or to fit time requirements.
- Shoots and edits news events and news reports.
- Ensures that all content meets company standards for journalistic integrity and production quality.
- Interacts with viewers/users on social media sites.
- Performs special projects and other duties as assigned.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023**Requirements & Skills:**

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience.
- Fluency in English.
- Excellent communication skills, both oral and written with the ability to *ad lib* when required.
- Minimum one year experience in news reporting.
- Strong on-air presence.
- Proficiency with computers, telephones, social media platforms, copiers, scanners, fax machines and more.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Valid driver's license with a good driving record.
- Flexibility to work any shift as news events demand.

Physical Demands & Work Environment:

The Reporter must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, the Reporter must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Description:

The Reporter/Multimedia Journalist connects with our audience through meaningful storytelling on all platforms. Key responsibilities include finding, shooting, writing, editing, and overall production of engaging news reports.

Additional Information:

Apply at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an Equal Opportunity Employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
7/14/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
7/14/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
7/14/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
7/14/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
7/14/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
7/14/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
7/14/2022	Indeed	No	Recruiting Source	1--	By User/Other System
7/14/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
7/14/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
7/14/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Reporter/MMJ

Position: Reporter/MMJ

Hire Date: June 5, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

The Reporter/Multimedia Journalist connects with our audience through meaningful storytelling on all platforms. Key responsibilities include finding, shooting, writing, editing, and overall production of engaging news reports.

Requirements:

Requirements & Skills:

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience.
- Fluency in English.
- Excellent communication skills, both oral and written with the ability to *ad lib* when required.
- Minimum one year experience in news reporting.
- Strong on-air presence.
- Proficiency with computers, telephones, social media platforms, copiers, scanners, fax machines and more.
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously.
- Valid driver's license with a good driving record.
- Flexibility to work any shift as news events demand.

Physical Demands & Work Environment:

The Reporter must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, work in close proximity to others, work outdoors in all weather conditions, and work indoors in environmentally controlled conditions. In addition, the Reporter must be able to lift, set up and operate equipment weighing up to 25 pounds, and be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Reporter/MMJ

Essential Duties & Responsibilities:

- Reports stories on multiple platforms (Web, Broadcast, Social Media) describing the background and details of various events.
- Arranges and conducts interviews with people who can provide information about stories.
- Reviews copy and corrects errors in content, grammar and punctuation, following prescribed editorial style and formatting guidelines. Then presents that copy to a news manager for review.
- Determines a story's emphasis and organizes material accordingly.
- Researches and analyzes background information related to news stories in order to be able to provide complete and accurate information.
- Gathers information about events through research, interviews, experience or attendance at political, news, sports, artistic, social or other functions.
- Pitches enterprise story ideas to news managers and news producers which are relevant to the local community.
- Receives assignments and evaluates leads and tips to develop story ideas.
- Discusses issues with producers and/or news managers to establish priorities or positions.
- Revises work to meet editorial approval or to fit time requirements.
- Shoots and edits news events and news reports.
- Ensures that all content meets company standards for journalistic integrity and production quality.
- Interacts with viewers/users on social media sites.
- Performs special projects and other duties as assigned.

Additional Information:

Apply at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an Equal Opportunity Employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Reporter/MMJ

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114520

Job Title: Reporter/MMJ

Job Opening Period: 7/14/2022 - 6/5/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	4/18/2023	Yes	6/5/2023	Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	3/2/2023	No		Linked In
Candidate	2/27/2023	No		WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Job Notification details between 8/1/2022 to 7/31/2023

Sports Anchor/Reporter (Broadcast1Source tracking number 109848)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 08/22/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Sports Anchor/Reporter

Experience:

Duties include gathering and verifying factual information primarily for sports stories through interviews, observation, and research; assembling and explaining information accurately on all stories assigned; building community and business contacts to develop fresh daily leads; providing sports reports on all WFRV platforms, conducting live reports from event sites as well as the studio; anchoring during various shifts, producing sportscasts. This position is expected to act as a supervisor/role model for interns and news crews during assigned shifts. Other duties, such as making personal appearances to promote the station, may be assigned as the needs of the station dictate.

Applicants must have a good attitude and approach, be able to communicate effectively with others using the spoken word and find solutions for or deal proactively with work-related problems.

Requirements:

Qualifications:

- College degree in Journalism/Communications required
- 1-2 years of experience as a sports reporter, with some on-air anchoring experience
- The ability to shoot and edit video
- Producing experience
- Proficient with computers as well as online and mobile platforms
- iNews experience preferred
- Good work ethic and good attitude and approach
- Must be able to multi-task and provide a proficient level of quality control and accuracy
- Must have a valid state driver's license

The ideal candidate must be able to work well with other staff under periods of stress and impending deadlines and must have a visceral distaste for office politics and gossip.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

WFRV-TV Local 5, the CBS affiliate in Green Bay, Wisconsin, has a rare opening for a full-time Sports Anchor/Reporter. This is an amazing opportunity to cover the Green Bay Packers and the rest of our local sports scene, including high school & college sports. We are looking for a dynamic storyteller who understands the importance of storytelling. We want a true sports journalist, not someone to scream highlights.

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media, Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
8/22/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
8/22/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
8/22/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
8/22/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
8/22/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
8/22/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
8/22/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
8/22/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System
8/22/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
8/22/2022	Indeed	No	Recruiting Source	1--	By User/Other System
8/22/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
8/22/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
8/22/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Sports Anchor/Reporter

Position: Sports Anchor/Reporter

Hire Date: September 8, 2022

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WFRV-TV Local 5, the CBS affiliate in Green Bay, Wisconsin, has a rare opening for a full-time Sports Anchor/Reporter. This is an amazing opportunity to cover the Green Bay Packers and the rest of our local sports scene, including high school & college sports. We are looking for a dynamic storyteller who understands the importance of storytelling. We want a true sports journalist, not someone to scream highlights.

Requirements:

Qualifications:

- College degree in Journalism/Communications required
- 1-2 years of experience as a sports reporter, with some on-air anchoring experience
- The ability to shoot and edit video
- Producing experience
- Proficient with computers as well as online and mobile platforms
- iNews experience preferred
- Good work ethic and good attitude and approach
- Must be able to multi-task and provide a proficient level of quality control and accuracy
- Must have a valid state driver's license

The ideal candidate must be able to work well with other staff under periods of stress and impending deadlines and must have a visceral distaste for office politics and gossip.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Sports Anchor/Reporter

Duties include gathering and verifying factual information primarily for sports stories through interviews, observation, and research; assembling and explaining information accurately on all stories assigned; building community and business contacts to develop fresh daily leads; providing sports reports on all WFRV platforms, conducting live reports from event sites as well as the studio; anchoring during various shifts, producing sportscasts. This position is expected to act as a supervisor/role model for interns and news crews during assigned shifts. Other duties, such as making personal appearances to promote the station, may be assigned as the needs of the station dictate.

Applicants must have a good attitude and approach, be able to communicate effectively with others using the spoken word and find solutions for or deal proactively with work-related problems.

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media, Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Sports Anchor/Reporter

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 109848

Job Title: Sports Anchor/Reporter

Job Opening Period: 8/22/2022 - 9/8/2022

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	8/25/2022	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	8/25/2022	No		TV Jobs P.O. Box 4116 Oceanside, California 92052 Phone: 760-754-8177 Fax: 1---Mark Holloway
Candidate	8/22/2022	Yes	9/8/2022	WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman

Job Notification details between 8/1/2022 to 7/31/2023

Sports Anchor/Reporter (Broadcast1Source tracking number 114525)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 04/18/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Sports Anchor/Reporter

Experience:

Duties include gathering and verifying factual information primarily for sports stories through interviews, observation, and research; assembling and explaining information accurately on all stories assigned; building community and business contacts to develop fresh daily leads; providing sports reports on all WFRV platforms, conducting live reports from event sites as well as the studio; anchoring during various shifts, producing sportscasts. This position is expected to act as a supervisor/role model for interns and news crews during assigned shifts. Other duties, such as making personal appearances to promote the station, may be assigned as the needs of the station dictate.

Applicants must have a good attitude and approach, be able to communicate effectively with others using the spoken word and find solutions for or deal proactively with work-related problems.

Requirements:

Qualifications:

- College degree in Journalism/Communications required
- 1-2 years of experience as a sports reporter, with some on-air anchoring experience
- The ability to shoot and edit video
- Producing experience
- Proficient with computers as well as online and mobile platforms
- iNews and ENPS experience preferred
- Good work ethic and good attitude and approach
- Must be able to multi-task and provide a proficient level of quality control and accuracy
- Must have a valid state driver's license

The ideal candidate must be able to work well with other staff under periods of stress and impending deadlines and must have a visceral distaste for office politics and gossip.

Description:

Job Notification details between 8/1/2022 to 7/31/2023

WFRV-TV Local 5, the CBS affiliate in Green Bay, Wisconsin, has a rare opening for a full-time Sports Anchor/Reporter. This is an amazing opportunity to cover the Green Bay Packers and the rest of our local sports scene, including high school & college sports. We are looking for a dynamic storyteller who understands the importance of storytelling. We want a true sports journalist, not someone to scream highlights.

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
4/18/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System
4/18/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
4/18/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
4/18/2023	Indeed	No	Recruiting Source	1--	By User/Other System
4/18/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
4/18/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
4/18/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
4/18/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
4/18/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
4/18/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
4/18/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
4/18/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
4/18/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Sports Anchor/Reporter

Position: Sports Anchor/Reporter

Hire Date: June 12, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WFRV-TV Local 5, the CBS affiliate in Green Bay, Wisconsin, has a rare opening for a full-time Sports Anchor/Reporter. This is an amazing opportunity to cover the Green Bay Packers and the rest of our local sports scene, including high school & college sports. We are looking for a dynamic storyteller who understands the importance of storytelling. We want a true sports journalist, not someone to scream highlights.

Requirements:

Qualifications:

- College degree in Journalism/Communications required
- 1-2 years of experience as a sports reporter, with some on-air anchoring experience
- The ability to shoot and edit video
- Producing experience
- Proficient with computers as well as online and mobile platforms
- iNews and ENPS experience preferred
- Good work ethic and good attitude and approach
- Must be able to multi-task and provide a proficient level of quality control and accuracy
- Must have a valid state driver's license

The ideal candidate must be able to work well with other staff under periods of stress and impending deadlines and must have a visceral distaste for office politics and gossip.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Sports Anchor/Reporter

Duties include gathering and verifying factual information primarily for sports stories through interviews, observation, and research; assembling and explaining information accurately on all stories assigned; building community and business contacts to develop fresh daily leads; providing sports reports on all WFRV platforms, conducting live reports from event sites as well as the studio; anchoring during various shifts, producing sportscasts. This position is expected to act as a supervisor/role model for interns and news crews during assigned shifts. Other duties, such as making personal appearances to promote the station, may be assigned as the needs of the station dictate.

Applicants must have a good attitude and approach, be able to communicate effectively with others using the spoken word and find solutions for or deal proactively with work-related problems.

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

*****IMPORTANT*****

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kathleen Hoffman at kathy.hoffman@wearegreenbay.com

WFRV, WJMN

Fax and E-mail verification summary report for Sports Anchor/Reporter

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114525

Job Title: Sports Anchor/Reporter

Job Opening Period: 4/18/2023 - 6/12/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/15/2023	Yes	6/12/2023	WFRV-TV internal posting 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	5/5/2023	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	5/5/2023	No		Professional/Industry Trade Organization
Candidate	5/4/2023	No		Linked In
Candidate	5/4/2023	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	5/4/2023	No		Professional/Industry Trade Organization
Candidate	5/4/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	5/3/2023	No		Linked In
Candidate	5/3/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	5/3/2023	No		Professional/Industry Trade Organization
Candidate	5/2/2023	No		Linked In

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114525

Job Title: Sports Anchor/Reporter

Job Opening Period: 4/18/2023 - 6/12/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	5/2/2023	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	5/2/2023	No		CareerBuilder.com

Job Notification details between 8/1/2022 to 7/31/2023

Sports Producer/Reporter (Broadcast1Source tracking number 114528)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 06/13/2023

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Sports Producer/Reporter

Experience:

The ideal candidate should be able to enterprise relevant, unique, broad-appeal content every day. We are looking for someone who goes beyond the highlights and brings character-driven journalism to sports.

You should also have outstanding live reporting skills, capable of covering breaking news and other developing stories aggressively, compellingly, and creatively.

The right candidate will understand that the broadcast product is not more important than their digital product and will work to ensure both are consistently high performing. If this sounds like you, we want you on our team!

This is an excellent market to display your skills, develop relationships and connections that will go a long way, and in which the cost of living is extremely reasonable.

The Sports Producer/Reporter is responsible for researching, writing, capturing visual content and editing stories for multiple platforms.

- Produces and presents sports programming and reports for all platforms
- Ensures that all sports content meets company standards for journalistic integrity and production quality
- Writes and delivers sports stories in a clear and concise manner
- Assists in writing, copy editing, researching and coordinating sports programming and other content
- Responds to breaking sports events and other urgent newsrooms situations as required
- Works closely with the sports team to develop comprehensive sports coverage
- Participates in promotional activities including public appearances
- Performs special projects and other duties as assigned
- Shoots video for sports reports
- Sets up, composes and executes video shots
- Maintains video equipment
- Edits video clips for television broadcasts and digital
- Writes stories for the website and other digital platforms
- Interacts with viewers and users on social media sites

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023Requirements & Skills:

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience
- Comprehensive knowledge of sports and sports related activities
- Fluency in English
- Excellent communication skills, both oral and written
- Minimum five years' experience in sports reporting or anchoring (More or less depending on market size)
- Superior on-air presence
- Experience guiding, directing and motivating others
- Ability to identify the developmental needs of others and to coach, mentor or otherwise help others to improve their knowledge or skills
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Ability to effectively listen to fully understand problems and communicate with a team to shape a solution
- Valid driver's license with a good driving record
- Flexibility to work any shift

Description:

Do you want to get your foot in the door in an NFL market recently ranked as the best place to live in the United States?

WFRV-TV, Local 5, has a rare opening for a Sports Producer/Reporter.

This position does it all.

- Produces our high-profile Green and Gold programming
- Reports on everything from the Packers to enterprise high school sports reports, with a strong emphasis on digital reporting.
- Serves as a fill-in anchor
- Gathers highlights and interviews as sports photographer.

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
6/13/2023	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
6/13/2023	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
6/13/2023	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
6/13/2023	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
6/13/2023	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
6/13/2023	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
6/13/2023	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
6/13/2023	TV Jobs	No	Mark Holloway	1--	By User/Other System
6/13/2023	Michigan Works!	No	Wendy Beach	1--	By User/Other System
6/13/2023	Indeed	No	Recruiting Source	1--	By User/Other System
6/13/2023	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
6/13/2023	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
6/13/2023	Handshake	No	Mallory Wheaton	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Sports Producer/Reporter

Position: Sports Producer/Reporter

Hire Date: July 13, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Do you want to get your foot in the door in an NFL market recently ranked as the best place to live in the United States?

WFRV-TV, Local 5, has a rare opening for a Sports Producer/Reporter.

This position does it all.

- Produces our high-profile Green and Gold programming
- Reports on everything from the Packers to enterprise high school sports reports, with a strong emphasis on digital reporting.
- Serves as a fill-in anchor
- Gathers highlights and interviews as sports photographer.

Requirements:

Requirements & Skills:

- Bachelor's degree in Broadcast Journalism, or a related field, or an equivalent combination of education and work-related experience
- Comprehensive knowledge of sports and sports related activities
- Fluency in English
- Excellent communication skills, both oral and written
- Minimum five years' experience in sports reporting or anchoring (More or less depending on market size)
- Superior on-air presence
- Experience guiding, directing and motivating others
- Ability to identify the developmental needs of others and to coach, mentor or otherwise help others to improve their knowledge or skills
- Proficiency with computers, telephones, copiers, scanners, fax machines and other office equipment
- Ability to meet deadlines, prioritize assignments and handle multiple tasks simultaneously
- Ability to effectively listen to fully understand problems and communicate with a team to shape a solution
- Valid driver's license with a good driving record
- Flexibility to work any shift

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Sports Producer/Reporter

The ideal candidate should be able to enterprise relevant, unique, broad-appeal content every day. We are looking for someone who goes beyond the highlights and brings character-driven journalism to sports.

You should also have outstanding live reporting skills, capable of covering breaking news and other developing stories aggressively, compellingly, and creatively.

The right candidate will understand that the broadcast product is not more important than their digital product and will work to ensure both are consistently high performing. If this sounds like you, we want you on our team!

This is an excellent market to display your skills, develop relationships and connections that will go a long way, and in which the cost of living is extremely reasonable.

The Sports Producer/Reporter is responsible for researching, writing, capturing visual content and editing stories for multiple platforms.

- Produces and presents sports programming and reports for all platforms
- Ensures that all sports content meets company standards for journalistic integrity and production quality
- Writes and delivers sports stories in a clear and concise manner
- Assists in writing, copy editing, researching and coordinating sports programming and other content
- Responds to breaking sports events and other urgent newsrooms situations as required
- Works closely with the sports team to develop comprehensive sports coverage
- Participates in promotional activities including public appearances
- Performs special projects and other duties as assigned
- Shoots video for sports reports
- Sets up, composes and executes video shots
- Maintains video equipment
- Edits video clips for television broadcasts and digital
- Writes stories for the website and other digital platforms
- Interacts with viewers and users on social media sites

Additional Information:

Apply online at: <https://www.wearegreenbay.com/jobsWFRV> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

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WFRV, WJMN

Fax and E-mail verification summary report for Sports Producer/Reporter

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 114528

Job Title: Sports Producer/Reporter

Job Opening Period: 6/13/2023 - 7/13/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	6/14/2023	Yes	7/13/2023	WeAreGreenBay.com 1181 E. Mason St. Green Bay, Wisconsin 54301 Phone: 920-437-5411 Fax: 1---Kathy Hoffman
Candidate	6/14/2023	No		CareerBuilder.com

Job Notification details between 8/1/2022 to 7/31/2023

Station Manager (Broadcast1Source tracking number 111339)

No. of Agencies were used: 13

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 08/16/2022

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: kathy.hoffman@wearegreenbay.com

Title: Station Manager

Experience:

Essential Duties & Responsibilities:

- Manage the daily operations of the local television, interfacing with Department heads and handling personnel issues.
- Provide strong, positive leadership for the broadcast/digital sales teams and station staff.
- Initiate smart, long-term decisions regarding hiring, evaluation, promotion, and termination of employees.
- Participate in the sales and marketing of all digital and broadcast platforms. Develop and execute sales strategies which result in exceeding revenue targets in Local, National and Digital.
- Understand and interface with traffic systems and personnel to efficiently manage airtime inventory and traffic.
- Interact with Regional GSM based in Green Bay to coordinate local, national, and political sales.
- Develop creative, productive incentives.
- Develop strong business relationships with local companies and organizations through regular meetings and community involvement.
- Possess a team spirit attitude that encompasses all Nexstar divisions, outside rep firms, vendors, and associated organizations.
- Focus efforts of the sales team on new business development.
- Interact with sister station WFRV-TV in Green Bay to work on shared digital and broadcast projects.
- Manage inventory, pricing, budgeting, and revenue forecasting.
- Resolve customer service regarding sales and service in a professional manner.
- Plan and direct staffing, training, and performance evaluations to develop and control sales and service programs.
- Oversee accounts receivable and credit policies.
- Effectively forecast sales revenue and manage department expenses within budget.
- Set sales or company related appointments, conduct research, gather data, complete scheduled and requested reports (i.e. revenue trackers, quarterly performance).
- Actively engage in department and station meetings.
- Effectively communicate with Nexstar Corporate officers, WJMN VP/GM, Sales Department, and all company/station divisions.

Requirements:

Job Notification details between 8/1/2022 to 7/31/2023**Requirement and Skills:**

- Bachelor's degree in Marketing, Advertising or Mass Communications, or a related field, or an equivalent combination of education and work-related experience.
- Excellent communication skills, both oral and written.
- Minimum 3-5 years of experience in broadcast media sales.
- Valid driver's license with an acceptable driving record.
- General understanding and interest in FCC rules and regulations pertaining to sales procedures including political advertising requirements.
- Ability to work under deadlines with attention to detail.
- Experience guiding, directing, and motivating subordinates, including setting performance standards and monitoring performance.
- Experience establishing long-range objectives and specifying the strategies and actions to achieve them.
- Proficiency with WideOrbit, ComScore (Rentrak), Microsoft Office, Matrix, Strata, MS Excel, PowerPoint and other broadcast software programs ideal.

Physical Demands & Work Environment:

The Station Manager must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, and work indoors in environmentally controlled conditions. In addition, the Station Manager must be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions. Station Manager should expect to drive to client locations, participate in station events.

Description:

WJMN is recruiting an experienced, hardworking, and creative leader as Station Manager.

The leadership at WJMN is committed to growing the UPMatters brand across all platforms, creating new opportunities for our highly motivated sales team. Marquette is a terrific place to live, with incredible restaurants, local breweries, wineries, retail, a regional health center, Northern Michigan University and so much more. Outdoor activities abound, it is simply one of the most friendly and beautiful communities in America.

The Station Manager oversees all aspects of the Local, National and Digital Sales, including staff management, inventory control, revenue goal setting, budgeting, and execution of strategic plans. Working closely with the VP/GM, the Station Manager will be responsible and accountable for the achievement of all sales related activities and goals. Station Manager will oversee administrative duties of the television station.

Additional Information:

Apply online at <https://www.upmatters.com/jobsWJMN> and Nexstar Media Inc. are an equal opportunity employer.

Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
8/16/2022	Handshake	No	Mallory Wheaton	1--	By User/Other System
8/16/2022	University of Michigan Alumni Association	No	Katie Ehnis	1--	By User/Other System
8/16/2022	UPMatters.com	No	Kathy Hoffman	1--	By User/Other System
8/16/2022	Indeed	No	Recruiting Source	1--	By User/Other System
8/16/2022	Michigan Works!	No	Wendy Beach	1--	By User/Other System
8/16/2022	TV Jobs	No	Mark Holloway	1--	By User/Other System

Job Notification details between 8/1/2022 to 7/31/2023

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
8/16/2022	Michigan Association of Broadcasters	No	Dan Kelley	1--	By User/Other System
8/16/2022	WeAreGreenBay.com	No	Kathy Hoffman	1--	By User/Other System
8/16/2022	WFRV-TV internal posting	No	Kathy Hoffman	1--	By User/Other System
8/16/2022	Wisconsin Broadcasters Association	No	Linda Baun	1--	By User/Other System
8/16/2022	Nexstar Media Group, Inc.	No	Terri Bush	1--	By User/Other System
8/16/2022	Job Center of Wisconsin	No	Roy Koeller	1--	By User/Other System
8/16/2022	WJMN-TV internal posting	No	Kathy Hoffman	1--	By User/Other System

WFRV, WJMN

Fax and E-mail verification summary report for Station Manager

Position: Station Manager

Hire Date: January 18, 2023

This report, generated by Broadcast1Source, verifies that WFRV, WJMN used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

WJMN is recruiting an experienced, hardworking, and creative leader as Station Manager.

The leadership at WJMN is committed to growing the UPMatters brand across all platforms, creating new opportunities for our highly motivated sales team. Marquette is a terrific place to live, with incredible restaurants, local breweries, wineries, retail, a regional health center, Northern Michigan University and so much more. Outdoor activities abound, it is simply one of the most friendly and beautiful communities in America.

The Station Manager oversees all aspects of the Local, National and Digital Sales, including staff management, inventory control, revenue goal setting, budgeting, and execution of strategic plans. Working closely with the VP/GM, the Station Manager will be responsible and accountable for the achievement of all sales related activities and goals. Station Manager will oversee administrative duties of the television station.

Requirements:

Requirement and Skills:

- Bachelor's degree in Marketing, Advertising or Mass Communications, or a related field, or an equivalent combination of education and work-related experience.
- Excellent communication skills, both oral and written.
- Minimum 3-5 years of experience in broadcast media sales.
- Valid driver's license with an acceptable driving record.
- General understanding and interest in FCC rules and regulations pertaining to sales procedures including political advertising requirements.
- Ability to work under deadlines with attention to detail.
- Experience guiding, directing, and motivating subordinates, including setting performance standards and monitoring performance.
- Experience establishing long-range objectives and specifying the strategies and actions to achieve them.
- Proficiency with WideOrbit, ComScore (Rentrak), Microsoft Office, Matrix, Strata, MS Excel, PowerPoint and other broadcast software programs ideal.

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The Station Manager must be able to sit, conduct telephone conversations, use electronic mail, write letters and memos, conduct face-to-face discussions with individuals or groups, make decisions without supervision, make decisions that impact the results of co-workers, and work indoors in environmentally controlled conditions. In addition, the Station Manager must be able to handle, control or feel objects, tools or controls. Repetitive movements are required. Work may be conducted in extremely bright or inadequate lighting conditions. Station Manager should expect to drive to client locations, participate in station events.

Experience:

WFRV, WJMN

Fax and E-mail verification summary report for Station Manager

Essential Duties & Responsibilities:

- Manage the daily operations of the local television, interfacing with Department heads and handling personnel issues.
- Provide strong, positive leadership for the broadcast/digital sales teams and station staff.
- Initiate smart, long-term decisions regarding hiring, evaluation, promotion, and termination of employees.
- Participate in the sales and marketing of all digital and broadcast platforms. Develop and execute sales strategies which result in exceeding revenue targets in Local, National and Digital.
- Understand and interface with traffic systems and personnel to efficiently manage airtime inventory and traffic.
- Interact with Regional GSM based in Green Bay to coordinate local, national, and political sales.
- Develop creative, productive incentives.
- Develop strong business relationships with local companies and organizations through regular meetings and community involvement.
- Possess a team spirit attitude that encompasses all Nexstar divisions, outside rep firms, vendors, and associated organizations.
- Focus efforts of the sales team on new business development.
- Interact with sister station WFRV-TV in Green Bay to work on shared digital and broadcast projects.
- Manage inventory, pricing, budgeting, and revenue forecasting.
- Resolve customer service regarding sales and service in a professional manner.
- Plan and direct staffing, training, and performance evaluations to develop and control sales and service programs.
- Oversee accounts receivable and credit policies.
- Effectively forecast sales revenue and manage department expenses within budget.
- Set sales or company related appointments, conduct research, gather data, complete scheduled and requested reports (i.e. revenue trackers, quarterly performance).
- Actively engage in department and station meetings.
- Effectively communicate with Nexstar Corporate officers, WJMN VP/GM, Sales Department, and all company/station divisions.

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Contact:

Apply online at: <https://broadcastcareers-nexstar.icims.com>

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WFRV, WJMN

Fax and E-mail verification summary report for Station Manager

RS Number	Recruiting Source	Date and Time

Interview Recruitment Source Report from 8/1/2022 - 7/31/2023

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111339

Job Title: Station Manager

Job Opening Period: 8/16/2022 - 1/18/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	12/15/2022	Yes	1/18/2023	Linked In
Candidate	11/2/2022	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	10/25/2022	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush
Candidate	10/25/2022	No		Linked In

Interview Recruitment Source Report**Date:** 4/22/2024**From:** Green Bay-Appleton-Marquette,WI**Page:** 7/22**Interview Recruitment Source Report from 8/1/2022 - 7/31/2023**

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 111339

Job Title: Station Manager

Job Opening Period: 8/16/2022 - 1/18/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	9/19/2022	No		Indeed 7501 N. Capital of Texas Hwy. Building B Austin, Texas 78731 Phone: 800-462-5842 Fax: 1---Recruiting Source
Candidate	9/8/2022	No		Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone: 972-764-6715 Fax: 1---Terri Bush

Exhibit 3.2
August 1, 2022 – July 31, 2023 EEO Initiatives

Outreach Initiatives Details

From: Green Bay-Appleton-Marquette, WI

Date: 4/25/2024

Page: 1/2

Outreach Initiatives Details between 8/1/2022 to 7/31/2023

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
1	08/01/2022	Establishment of an intern program designed to assist members of the community	5	John Laughrin McKenna Rentmeester Burke Griffin Ben Raymond	Yes No No Yes	1.00
Description: The SEU has an established internship program that allows students to gain practical experience in all areas of our operations, including news, production, sports, and weather. The SEU hosted two (2) interns, from Syracuse University, Newhouse School of Public Communications during the 2022 summer semester; one (1) intern from Concordia University during the 2023 summer semester; and one (1) intern from Northern Michigan University during the 2023 summer semester						
Scope of Participation: students benefit from the opportunity to gain experience in the field of television broadcast.						
2	08/29/2022	Participation in scholarship programs	3	Jud Beck John Laughrin Kathy Hoffman	Yes Yes No	1.00
Description: SEU participates in an established scholarship program that assists students interested in pursuing a career in broadcasting. During the current reporting term, there was one (1) recipient from Bay College, and four (4) recipients of Wisconsin Broadcasters Association Scholarships.						
Scope of Participation: 8/29/2022 - WJMN-TV Scholarship was awarded to a student at Bay College for the 2022-2023 academic year. 11/8/2022 - Station contributes to the WBA scholarship program, runs PSA's and digital announcements regarding the scholarship availability, and staff members participate in the evaluation and ranking of the finalists.						
3	09/28/2022	Participation in events or programs sponsored by educational institutions	5	John Laughrin McKenna Rentmeester Devin Willems Carolyn Williamsen	Yes No Yes Yes	.25
Description: SEU personnel hosted Journalism students from Bay Port High School. SEU personnel discussed job qualifications and careers and opportunities at the station and within the broadcast industry.						
Scope of Participation: Journalism class observed a live show from the studio and control rooms. In depth discussion with news and sales personal about how the television station operates and the different job fields that are needed for the operations.						

Outreach Initiatives Details

From: Green Bay-Appleton-Marquette, WI

Date: 4/25/2024

Page: 2/2

Outreach Initiatives Details between 8/1/2022 to 7/31/2023

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
4	03/01/2023	Participation in Job Fairs	5	John Laughrin McKenna Rentmeester Julie Buck Jim Arneson	Yes No Yes Yes	.25

Description:

The SEU participated at the UW-Green Bay 2023 Spring Job & Internship Fair. SEU personnel were able to meet with students and discuss vacancies at the Stations and in the broadcasting industry.

Scope of Participation:

staff personal rotated throughout the event and spoke directly with students about vacancies at the Stations.

5	04/11/2023	Participation in events sponsored by organizations representing the community	1	John Laughrin	Yes	.25
---	------------	---	---	---------------	-----	-----

Description:

SEU personnel attended the WBA Careers in Broadcasting Virtual Mixer. The SEU personnel along with other broadcast professionals met with students from across Wisconsin on an online platform to talk about all aspects of the broadcast industry and to learn about career opportunities.

Scope of Participation:

News Director participated in an online platform with students to discuss the broadcast industry and career opportunities.

Total Points: 2.75

Kathy M. Hoffman

From: Olivia Kate Stomski <okstomsk@syr.edu>
Sent: Thursday, April 21, 2022 5:25 PM
To: Kathy M. Hoffman; Burke Griffin
Subject: NFL Training Camp Reporter Capstone - Green Bay

Hi Burke and Kathy,

I hope that this email finds you well! Thank you for participating in the Newhouse/Nexstar NFL training camp capstone. This year your interns will be [REDACTED] and [REDACTED]. They are very excited about this opportunity and updating their reel weekly.

Can I send an introduction email, that way we can get the ball rolling in the right direction?

Thanks again,

Olivia

Olivia Stomski

Director, Newhouse Sports Media Center

Sports Media & Communications Track

Professor of Practice

Broadcast Digital Journalism / Television, Radio and Film

Syracuse University

S.I. Newhouse School of Public Communications

(o) 315.443.4065

Office: Newhouse 3-314

 **Syracuse University**
Newhouse School of
Public Communications

Sports Media Center

CAUTION: This message was sent from outside the Nexstar organization. Please do not click links or open attachments unless you recognize the sender.

Kathy M. Hoffman

Concordia University

From: McKenna Rentmeester
Sent: Monday, May 8, 2023 4:23 PM
To: [REDACTED]
Cc: Kathy M. Hoffman; John Laughrin
Subject: Re: WFRV Internship Application

Hi [REDACTED]

Here is a signed copy of your internship agreement to keep for your records.

Let me know if you have any other questions!

Kenna

McKenna Rentmeester

Executive News Producer

WFRV-TV Green Bay

1181 East Mason Street

Green Bay, WI 54301

Office: (920)437-5411 Ext. 3211

Cell: (920)536-0932

mckenna.rentmeester@wearegreenbay.com

<https://www.wearegreenbay.com/>

Kathy M. Hoffman

Northern Michigan University

From: Kathy M. Hoffman
Sent: Monday, May 8, 2023 11:59 AM
To: Benjamin Raymond
Subject: RE: [REDACTED] - Update
Attachments: UnPaid-Internship Application Agreement 2023 [REDACTED].docx

Hi Ben,

Here is [REDACTED] Internship agreement. It has to be signed by [REDACTED], you and [REDACTED] advisor. Then send it back to me. I will have to upload to WorkDay.

Thank you,
Kathy

Kathy Hoffman
Administrative Assistant

kathy.hoffman@wearegreenbay.com
Phone - 920-430-3697
Fax - 920-430-3658

WFRV-TV
1181 E. Mason St.
Green Bay, WI 54301

WJMN-TV
3165 Wright St.
Marquette, MI 49855



WFRV/WJMN does not discriminate in advertising contracts on the basis of race, ethnicity or gender and further requires that in the performance of all WFRV and WJMN advertising agreements, stations require that each party does not discriminate on the basis of race or ethnicity.

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Classes started Aug. 29, 2022

College Advancement & Foundation

June 2023

WFRV & WJMN
1181 E Mason St
Green Bay, WI 54301

Dear Jud:

It's been another great year at Bay College. In the fall, we celebrated an exciting milestone - 60 years of successfully advancing students on their educational journey! Throughout the years, 17,000 degrees and/or certificates have been awarded to over 13,000 Bay College alumni. That's an impressive number!

In more recent news, the Board of Trustees selected Dr. Nerita Hughes to succeed Dr. Laura Coleman and become the College's sixth president. We are excited to embrace her experiences and innovative ideas to continue Bay College's strong history of success in our local community and beyond.

Lastly, we are so proud of the 380 students that recently earned their degree and/or certificate from Bay College, many of which received scholarships. Students were excited as they walked across the stage at Commencement - smiles and thumbs-up to their family and friends! They achieved their goal - earning a college credential and advancing their future. With over two-thirds of students qualify for financial assistance, YOUR scholarship support helps Bay College students succeed.

The following student has been awarded the WJMN-TV Scholarship for the academic year ending last month:

 \$200

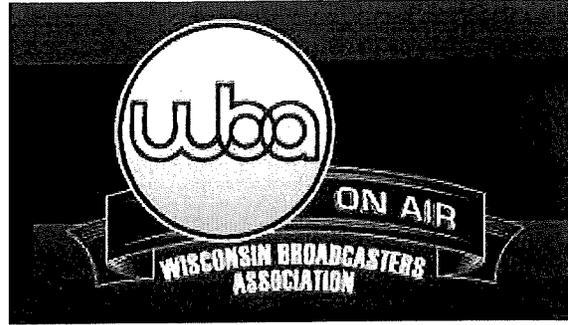
Selection of award winners is made on the basis of achievement, plus any specified scholarship preferences. Thank you for supporting Bay College students!

Sincerely,

Vicki DeGrand

Vicki DeGrand
Advancement Services Manager

Wisconsin Broadcasters Association
 44 E. Mifflin St. #900
 Madison, WI 53703
 608-255-2600



INVOICE 2301 PO NUMBER 10/13/2022

BILL TO

WFRV-TV
 Judson Beck
 115 South Jefferson St
 Green Bay, WI 54301

MESSAGE

Thank you for your continued partnership.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Scholarship Donation (EEO)	300.00	300.00
	SUBTOTAL		300.00
	SALES TAX		0.00
	SHIPPING & HANDLING		0.00
	TOTAL		300.00
	PAYMENT/CREDIT/WRITE OFF/DISCOUNTS APPLIED		(0.00)
	TOTAL DUE BY 11/12/2022		300.00

Thank you for your business!

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL OPEN INVOICE
300.00	0.00	0.00	0.00	300.00

[Submit payment online here](#)



PAYMENT

RECEIVED FROM

WFRV-TV
1181 East Mason Street
Green Bay, WI 54301-3427

Payment Date: 10/24/2022
Reference Number: 1002240
Payment Type: Check

APPLICATION DATE	INVOICE NUMBER	INVOICE AMOUNT	INVOICE BALANCE	AMOUNT APPLIED
10/13/2022	2301	300.00	0.00	300.00
TOTAL PAID				300.00

Thank you for your payment!



Four To Be Awarded Scholarships At 2023 WBA Student Seminar

FEBRUARY 9, 2023

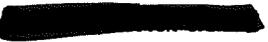
[EDUCATORS](#) [IN THE NEWS](#) [PEOPLE](#)

WBA Student Seminar



Four scholarships will be given out during the WBA Student Seminar on Feb. 25 to students studying broadcasting in Wisconsin. Learn more about the WBA Student Scholarship program and apply here. Interested in supporting the scholarship program? Learn more here.

The recipients are:



Kathy M. Hoffman

From: Kathy M. Hoffman
Sent: Thursday, September 22, 2022 11:48 AM
To: 'Sarah Meyer'
Subject: RE: Bay Port Student Visit/Tour

Thank you... and you don't have to sit if you don't want to. 😊
See you on Wednesday.

Kathy Hoffman
Administrative Assistant

kathy.hoffman@wearegreenbay.com

Phone - 920-430-3697

Fax - 920-430-3658

WFRV-TV

1181 E. Mason St.

Green Bay, WI 54301

WJMN-TV

3165 Wright St.

Marquette, MI 49855

From: Sarah Meyer <sarameye@hssdschools.org>
Sent: Thursday, September 22, 2022 11:43 AM
To: Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com>
Subject: Re: Bay Port Student Visit/Tour

Hi Kathy,

We will have 11 students and 2 advisors, so 13 in total, but I certainly don't need to sit!

On Thu, Sep 22, 2022 at 11:19 AM Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com> wrote:

Hi Sarah.

Those times work for us.

How many in total will be here? So I can set up chairs in the studio.

Kathy

Kathy Hoffman
Administrative Assistant

kathy.hoffman@wearegreenbay.com

Phone - 920-430-3697

Fax - 920-430-3658

WFRV-TV

1181 E. Mason St.

Green Bay, WI 54301

WJMN-TV

3165 Wright St.

Marquette, MI 49855

From: Sarah Meyer <sarameye@hssdschools.org>
Sent: Friday, September 16, 2022 2:49 PM
To: Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com>
Subject: Re: Bay Port Student Visit/Tour

Hi Kathy,

We will plan to be there around 9 and stay for that program. We then have about an hour (until 11/11:30ish) until we have to leave for lunch :)

On Fri, Sep 16, 2022 at 1:41 PM Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com> wrote:

Hi Sarah,

Sorry for the delayed response.

Wednesday, September 28 works for us and Local 5 Live.

Just let me know when you will be arriving, and how much time you have available.

I will work with other staff members to meet the students so the students get a well rounded view of Television Broadcasting.

Best,
Kathy

Kathy Hoffman
Administrative Assistant

kathy.hoffman@wearegreenbay.com

Phone - 920-430-3697

Fax - 920-430-3658

WFRV-TV

1181 E. Mason St.
Green Bay, WI 54301

WJMN-TV

3165 Wright St.
Marquette, MI 49855

From: Sarah Meyer <sarameye@hssdschools.org>
Sent: Thursday, September 15, 2022 8:43 AM
To: Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com>
Subject: Re: Bay Port Student Visit/Tour

Hi Kathy,

We are looking at Wed. September 28 if that works for you. The 9 AM show worked really well last year for us :)

On Tue, Sep 6, 2022 at 2:07 PM Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com> wrote:

Hi Ms. Meyers,

I would very much like to have your students come in for a tour. Let me know what works best for you. I have checked the calendar for studio usage outside of newscasts and right now it is open. Sometimes when a show or video is being taped in the studio we are not allowed in during the taping.

Once we set a date, let me know if there is anything specific you want us to touch on. I will also line up some staff members to give your students a well rounded view of a TV station and the people who work here and what they do.

Best regards,
Kathy

Kathy Hoffman
Administrative Assistant

kathy.hoffman@wearegreenbay.com

Phone - 920-430-3697

Fax - 920-430-3658

WFRV-TV

1181 E. Mason St.

Green Bay, WI 54301

WJMN-TV

3165 Wright St.

Marquette, MI 49855

From: Sarah Meyer <sarameye@hssdschools.org>

Sent: Tuesday, September 6, 2022 7:43 AM

To: Kathy M. Hoffman <Kathy.Hoffman@wearegreenbay.com>

Subject: Bay Port Student Visit/Tour

Good morning Kathy,

I hope you had a great summer. I'm reaching out to see if we can set up a visit/tour this fall for my new group of Journalism 2 students. Wednesday's would work best for my students. I'm hoping we can get something scheduled for either later this month or the first half of October. Please let me know if this is something you are willing to do again for us and dates that would work for you!

Thank you,
Sarah Meyer

Mrs. Sarah Meyer

English/Language Arts

Portside News Adviser / One Act Director

(920) 662-7148 - office

(920) 662-7141 - classroom

sarameye@hssdschools.org

"It is our choices that show who we truly are, far more than our abilities."

- *Professor Dumbledore (J.K. Rowling)*

CAUTION: This message was sent from outside the Nexstar organization. Please do not click links or open attachments unless you recognize the sender.

Kathy M. Hoffman

From: Miller, Karla <millerk@uwgb.edu>
Sent: Wednesday, January 4, 2023 10:52 AM
To: Miller, Karla
Subject: REGISTRATION OPEN: 2023 Spring Job & Internship Fair at UW-Green Bay

Space is still available for the...

2023 Spring Job & Internship Fair
Tuesday, February 28 - and - Wednesday, March 1
9:30 a.m. to 1 p.m.
Phoenix Rooms, University Union

JOB FAIR POLICIES:

- Due to space limitations and the number of organizations that wish to attend, **employers will be allowed to register for one day of the event.** The Fair will be marketed to *all* majors for *both* days of the event.
- Employers will be limited to a total of **two (2) representatives.** No exceptions. Employers may request to be added to a wait list for a second booth space or second job fair date by emailing millerk@uwgb.edu.
- This event is for the recruitment of **career-related internships and/or full-time professional positions** (i.e., require or give preference to candidates pursuing a Bachelor's degree). Employers may have their registration declined if they do not disclose the positions for which they are recruiting, list positions which do not meet the above criteria, or list positions for programs we do not offer.
- By submitting a job fair registration, participants acknowledge they are actively recruiting for the positions noted above and agree to adhere to [UW-Green Bay Career Services' Recruiting Policies](#) as well as the National Association of Colleges and Employers (NACE) [Principles for Ethical Professional Practice](#).

REGISTRATION FEES and SPACE LIMITATIONS:

The registration fee for this event is \$150 (\$75 for non-profit & gov't agencies). Booth spaces with access to an electrical outlet are an additional \$25.

Each booth space includes one 5' length by 30" wide table and 2 chairs in an approximate 8' wide space. Consider these limitations when making arrangements, as we are not able to accommodate larger displays. We reserve the right to ask employers to remove their displays if they infringe on the space of neighboring booths.

REGISTRATION INSTRUCTIONS AND INVITE-ONLY LINK:

Registration for this event is managed through Handshake with booth spaces available on a first come, first serve basis. Since the Fair registration is not yet open to the public, **you will need to use this invite-only specific link to access the event**

page: https://app.joinhandshake.com/career_fairs/36981/employer_preview?token=PfL8ZT3dk6XulUCp06E-adHGfWyKBxU6fbwn4lUhTt-VkrQpRxXuMA

Please be sure to complete **all** portions of the registration as this will be the information students and alumni view in Handshake.

CONFIRMATION AND PAYMENT:

Once your registration has been approved, you will receive two emails – one to confirm your registration and another with your invoice. The invoice email will include a link to access the credit card payment option via

Nelnet as we will no longer be processing payments in Handshake. If you must pay via check, checks may be made payable to UW-Green Bay Career Services and sent to UW-Green Bay Career Services, Attn: Karla Miller, 2420 Nicolet Drive, SS 1600, Green Bay, WI 54311-7001.

Not able to attend the fair? Seeking virtual options? Log into [Handshake](#) to review your company profile and list your available positions. All UW-Green Bay students and recent alumni across our four campuses have access to Handshake, so this is truly the best way to share information about your opportunities! If you would like to make arrangements for a campus visit, interviews or virtual session, I'd be happy to discuss options with you.

If you have questions, please contact me at millerk@uwgb.edu or (920) 465.2194. Thank you, and I look forward to working with you during the Spring 2023 semester.

Sincerely,

Karla

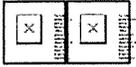
Karla A. Miller, M.S.Ed.
PROGRAM COORDINATOR FOR RECRUITMENT
.....
Career Services, SS 1600
UW-Green Bay, 2420 Nicolet Drive, Green Bay, WI 54311
tel: 920.465.2194 | e-mail: millerk@uwgb.edu
Follow Career Services: [Twitter](#) | [LinkedIn](#) | [Facebook](#)
web: www.uwgb.edu/careers

Serving campuses in Green Bay, Marinette, Manitowoc and Sheboygan

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Kathy M. Hoffman

From: Handshake <handshake@notifications.joinhandshake.com>
Sent: Thursday, February 2, 2023 7:35 AM
To: Kathy M. Hoffman
Subject: Career Fair Registration Approved at University of Wisconsin - Green Bay



Your registration has been approved!

Hello Kathy,

Your registration for [UW-Green Bay 2023 Spring Job & Internship Fair](#) has been approved!

You can view more details about [your registration](#) at any time on Handshake.

Registration Date: 2023-02-01

Employer: WFRV & WJMN Television Stations

Registrant: Kathy Hoffman

Date Attending:

Wednesday, Mar 1, 9:30 am - 1:00 pm CST

Message from University of Wisconsin - Green Bay

Thank you for registering for the **2023 UW-Green Bay Spring Job & Internship Fair**. Your registration has been approved!

You will receive a separate email from Career Services (careers@uwgb.edu) with your invoice to process payment via credit card (*preferred method*) or check.

I will be sending updates and reminders to employers between now and the kick off of the Fair. **Be sure to update your event registration with your job or internship listings!** We will be using this information to promote your organization and opportunities to our students in various majors and career interest areas. As you have questions, please let me know.

Thank you again for choosing to participate in our Spring Job & Internship Fair event. We look forward to your participation!

Sincerely,

Karla Miller, M.S.Ed.
PROGRAM COORDINATOR FOR RECRUITMENT

.....
UW-Green Bay Career Services, SS1600
2420 Nicolet Drive, Green Bay, WI 54311-7001
tel: 920.465.2194 | **email:** millerk@uwgb.edu
web: www.uwgb.edu/careers

Please contact the career fair host for any questions:

Name: Karla Miller

Email Address: millerk@uwgb.edu

Thank you,
University of Wisconsin - Green Bay

If you'd no longer like to receive emails like this you can [sign in](#) to manage your notification preferences or [unsubscribe](#).

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



Kathy M. Hoffman

From: careers@uwgb.edu
Sent: Thursday, February 2, 2023 9:02 AM
To: Kathy M. Hoffman
Cc: careers@uwgb.edu
Subject: Payment Confirmation - UWGB Job & Internship Fair

UW-Green Bay

Job & Internship Fair

Payment Confirmation

Thank you for completing payment for the Job & Internship Fair at UW-Green Bay! For your records and convenience, registration and payment details are below. If you have any questions, please reach out to careers@uwgb.edu.

WFRV & WJMN Television Stations
kathy.hoffman@wfrv.com

Description	Amount
Job & Internship Fair Registration - Standard Registration Fee -	\$150.00
	\$150.00

Notes

Invoice for 2023 Spring Job & Internship Fair - Day Two (3/1/23)

University of Wisconsin-Green Bay
2420 Nicolet Drive
Green Bay, WI, 54311

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2023 Spring Job & Internship Fair Table Locations – Wednesday, March 1

To learn more about these employers and the positions they offer, log into Handshake - <https://uwgb.joinhandshake.com>

Employer	#
Advocate Aurora Health	58
Amazon	72
American Foods Group, LLC	42
Ampact - Wisconsin Reading Corps	65
Appleton Area School District	29
Bank of Luxembourg	44
BelGioioso Cheese, Inc.	39
Bellin Health	62
Belmark, Inc.	28
Carboline	66
City of Fond du Lac	30
Cumulus Media Green Bay	7
Dental City	51
Eden Senior Care	33
Family Services of N.E. Wisconsin	27
Fincantieri Marine Group	53
Fluid Systems Components, Inc. (FSC)	24
Froedtert Health	36
FTI (Faith Technologies Inc.)	4

Employer	#
Glacierland RC&D	45
Golden House	25
Goodwill NCW	8
Green Bay Packaging, Inc.	60
Gulfstream Aerospace Corporation	31
Hooper Corporation	46
Hospital Sisters Health System	74
IAB Solutions	64
Infinity Machine & Engineering	71
Internal Revenue Service	32
ISG	3
Johnson Controls	43
Lakeside Foods, Inc.	1
Lutheran Social Services	75
Marine Travelift, Inc.	57
Menards	9
Miller Electric Mfg LLC	2
NOAA Commissioned Officer Corps	40
Northwestern Mutual	61
Nsight	38

Employer	#
Odd Fellow Rebekah Home Association	12
Pomp's Tire Service, Inc.	52
Premier Community Bank	73
Schreiber Foods	54
Seagrave Fire Apparatus	22
SECURA Insurance	59
Services Plus, Inc.	34
Sherwin-Williams Company	37
Social Security Administration	68
SSM Health System	23
Thermal Technologies	69
United States Air Force	10
UW-Green Bay Continuing Education & Community Engagement	6
UW-Green Bay Human Resources	5
Vacuum, Pump & Compressor, Inc.	35
Viridium, LLC	26
VT Industries	11
WFRV & WJMN Television Stations	41
Willow Creek Behavioral Health	67
Wisconsin Dept of Natural Resources	76

Thank You for Attending Today's Event!

Coordinated by UW-Green Bay Career Services
 SS 1600 | (920) 465-2163 | careers@uwgb.edu | www.uwgb.edu/careers

View Reverse Side for Map

Kathy M. Hoffman

From: Kyle Geissler <kgeissler@wi-broadcasters.org>
Sent: Friday, March 3, 2023 8:11 AM
To: Kathy M. Hoffman
Subject: Virtual mixer with students April 11: EEO credit available

WBA members GMs, station managers, and EEO contacts,

Be a broadcast professional who will meet with students from across Wisconsin on an online platform to talk about all aspects of the business to learn about career opportunities.

The online event will be held Tuesday, April 11 at 7 p.m.

Participants will receive an EEO letter from the WBA for your public file. Registration deadline is April 7.

[Register here](#)

Please share this with anyone on your teams who should see it.

Have a great day!

-Kyle

*John Laughlin
participated*

Kyle Geissler, CAE
Vice President
Wisconsin Broadcasters Association
608-255-2600
800-236-1922
@WIBroadcasters



This email was sent on behalf of The Wisconsin Broadcasters Association located at 44 E. Mifflin St, Suite 900, Madison, WI 53703. [To unsubscribe click here.](#) If you have questions or comments concerning this email contact Kyle Geissler .

CAUTION: This message was sent from outside the Nexstar organization. Please do not click links or open attachments unless you recognize the sender.

Wisconsin Broadcasters Association



The Wisconsin Broadcasters Association fosters and promotes the development of the arts of aural and visual broadcastings in all its forms...

President & CEO
MICHELLE VETTERKIND, CAE

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STAFF

LIZ BOYD

NCSA/PEP Coordinator

KYLE GEISSLER

Director of Operations and Public Affairs

May 17, 2023

Kathy Hoffman
WFRV-TV
1181 E Mason St.
Green Bay, WI 54301

Dear Kathy:

In accordance with the WBA's Assistance Action Plan for EEO Compliance, this letter confirms that WFRV-TV was represented by John Laughrin at the **WBA Careers in Broadcasting Virtual Mixer** which was held on April 11.

Menu option initiatives under the FCC's Outreach Prong 3 give credit for participation in "conventions, career days, workshops, and similar activities" and also give credit for participation in job banks, Internet programs, and other programs designed to promote outreach generally (that are not primarily directed to providing notification of specific job vacancies)". Other menu options include attendance at job fairs and other activities "reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities." We believe that your participation in the Virtual Mixer will entitle you to some FCC EEO credit under these Prong 3 categories. Always consult with your own legal advisor as to exactly how much credit will be awarded for such activities.

Please feel free to contact me if you have any questions! We look forward to helping you, our valued member, with your EEO Compliance.

Sincerely,

A handwritten signature in black ink that reads 'Kyle Geissler'.

Kyle Geissler
WBA Vice President

Exhibit 4
Stations EOE Statement Scripts

EOE STATEMENT SCRIPT

“Nexstar Media Inc. stations are committed to a broad applicant outreach in our continuing efforts to represent our diverse community. If your organization is interested in becoming part of our recruitment list, and you distribute job information or can provide referrals as part of your regular activity, we want to hear from you. Send your request to the address below. Mail to: WFRV-TV, 1181 E. Mason St. Green Bay, Wisconsin 54301. Open positions can be viewed at our website www.wearegreenbay.com.”

EOE STATEMENT SCRIPT

“Nexstar Media Inc. stations are committed to a broad applicant outreach in our continuing efforts to represent our diverse community. If your organization is interested in becoming part of our recruitment list, and you distribute job information or can provide referrals as part of your regular activity, we want to hear from you. Send your request to the address below. Mail to: WJMN-TV, 1181 E. Mason St. Green Bay, Wisconsin 54301. Open positions can be viewed at our website www.upmatters.com.”