

**KTOP(FM), KDVV(FM), KMAJ(AM), KMAJ(FM), KTOP(AM),
KWIC(FM) and KDVB(FM)
EEO PUBLIC FILE REPORT
February 1, 2021-January 31, 2022¹**

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
Program Director KDVV(FM)	2-26, 29-30	30
Morning Show Host KMAJ(FM)	2-7, 10-12, 14-16, 18, 20-26, 28-29	18
Administrative / HR Assistant (<i>all SEU stations</i>)	2-7, 10-12, 14-16, 18, 20-26	26
Promotions Director (<i>all SEU stations</i>)	2-7, 10-12, 14-16, 18, 20-28	26

¹ This Report was revised in December 2023 to address reporting issues.

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	American Business Women’s Association Career Chapter webmaster@abwa-career.org	N	0
2	American Business Women’s Association KEEN Chapter info@keentopeka.org	N	0
3	Atchison Workforce Center Career Services 818 Kansas Atchison, KS 66002 cwhite@kansascommercer.com	N	0
4	Colby Community College Career Services 1255 South Range Avenue Colby, KS 67701 doug.johnson@colbycc.edu	N	0
5	Dodge City Community College Career Services 2501 North 14 th Street Dodge City, KS 67801 ereyes@dc3.edu	N	0
6	El Centro De Servicios Para Hispanos 134 NE Lake Street Topeka, KS 66616 (785) 232-8207 imunoz@elcentrooftopeka.org	N	0
7	Kansas Works – Eric Flowers & Kallie Foresman 1430 Southwest Topeka Blvd Topeka, KS 66612 eflowers@kansasworks.com / Kallie.foresman@ks.gov	Y	0
8	Fort Hayes State University Career Services 600 Park Street Hays, KS 67601 careers@fhsu.edu	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Friends University Career Services 2100 West University Street Wichita, KS 67213 career@friends.edu	N	0
10	Hutchinson Community College Career Services 1300 North Plum Street Hutchinson, KS 67501 kellyb@hutchcc.edu	N	0
11	Junction City Workforce Center Career Services 1012 SW 6 th Street #A Junction City, KS 66441 jobrunner@kansascommerce.com	N	0
12	Junior League of Topeka, Inc. 719 SW Van Buren St Topeka, KS 66603 (785) 273-0830 email@jltopeka.org	N	0
13	Kansas State University Career Services Student Union, First Floor Manhattan, KS 66506 ces@k-state.edu	N	1
14	Topeka NAACP 501 SE Jefferson St # 31 Topeka, KS 66607 (785) 266-2227 naacptopeka@cox.net	N	0
15	Topeka Work Force Center 1430 SW Topeka Blvd Topeka, KS 66612-1897 (785) 235-5627 (785) 233-5899 FAX topekajobs@kansasworks.com	Y	0
16	University of Kansas Career Center 110 Burge Union 1601 Irving Hill Road Lawrence, KS 66045 kucareer@ku.edu	N	0
17	Washburn University Career Services 1700 SW College Ave Topeka, KS 66621 Career.services@washburn.edu	N	0
18	Cumulus Careers Website (www.cumulusmedia.jobs.net)	N	15

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
19	On-Air Announcements (<i>all SEU stations</i>)	N	0
20	Adunza (<i>www.adzuna.com</i>)	N	0
21	Glass Door (<i>www.glassdoor.com</i>)	N	0
22	Job Is Job (<i>www.jobisjob.com</i>)	N	0
23	My Job Helper (<i>www.myjobhelper.com</i>)	N	0
24	Oodle (<i>www.oodle.com</i>)	N	0
25	Trovit (<i>www.trovit.com</i>)	N	0
26	Indeed (<i>www.indeed.com</i>)	N	6
27	Kansas Assoc. of Broadcasters (<i>www.kab.net/jobs/</i>)	N	0
28	All Access (<i>www.allaccess.com</i>)	N	0
29	Word-of-Mouth Referral	N	2
30	Walk-In/Self Referral	N	2
TOTAL INTERVIEWEES OVER REPORTING PERIOD			25

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Management-level training concerning methods of ensuring equal employment opportunity and preventing discrimination	On July 22, 2021, our SEU’s Market Manager took part in a presentation by Brooks Scott entitled, <i>Conversations of Race & Allyship in the Workplace</i> . During his presentation he emphasized the importance of learning better ways to communicate to create a healthier workplace environment. He discussed managing unconscious biases, team building around values, learning specific skills and tactics to navigate sensitive conversation, understanding how to give useful feedback, and encouraged attendees to hire, promote and acknowledge people who don’t look, think, act, and problem solve like them.
2	Management-level training concerning methods of ensuring equal employment opportunity and preventing discrimination	On August 11, 2021, our SEU’s Market Manager participated in a presentation conducted by Merging Path Coaching entitled, <i>Managing Unconscious Bias</i> . This session focused on managing teams without a bias.
3	Host Virtual Job Fair (11)	Between March 22, 2021 and January 28, 2022, our SEU hosted virtual job fairs on a monthly basis, for a total of eleven in 2021/2022. Given the current environment, our SEU decided to use the powerful combination of radio, digital, and a virtual hiring event to showcase local businesses, their missions, and their open positions. These events were promoted between February 2021 and January 2022, and proved to be appreciated and successful events.
4	Participate in a Scholarship Program	The KAB and KAB Foundation extend scholarships to worthy students annually. During the month of April 2021, our SEU promoted the Kansas Association of Broadcasters (“KAB”) EEO Scholarship Program with approximately 700 promos. In May 2021, our Market Manager was part of a select group appointed to review the scholarship applications. Starting January 1, 2022 until May 1, 2022, our SEU is again participating in the KAB EEO Scholarship Program. Our SEU has pledged 350 spots per station during this time period to support this program.

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
5	Management-level training regarding Diversity, Equity, and Inclusion	During the month of December 2021, this SEU participated in Diversity, Equity, and Inclusion training. All hiring managers – Market Manager, Operations Manager, Business Manager, Local Sales Manager, Digital Sales Manager, and Promotions Manager – as well as the Program Directors were required to complete courses online using ThinkZoom. Participants viewed five segments entitled “Working Well With Everyone,” which addressed the meaning of diversity, the diversity continuum, the mistake of stereotyping, the power of inclusion, and diversity = greatness.
6	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment	During the month of December 2021, our SEU participated in harassment prevention training. All hiring managers – Market Manager, Business Manager, Operations Manager, Program Directors, and Chief Engineer – were required to complete a course prepared by Mineral entitled “Harassment Prevention.” The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. In order to obtain a certificate of participation, managers were required to take a quiz following completion of the tutorial.