

KUGN(AM), KSCR(AM), KZEL-FM, KNRQ(FM), KUJZ(FM), and KEHK(FM)
EEO PUBLIC FILE REPORT
October 1, 2018 – September 30, 2019¹

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
Receptionist	4-5, 13, 15, 16-19	15
Chief Engineer	3, 12-13, 16-20	20

¹ This Report was revised in May 2021 to address reporting issues.

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II. MASTER RECRUITMENT SOURCE LIST (“MRS�”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Oregon Association of Broadcasters 7150 SW Hampton Street, Suite 240 Portland, OR 97223-8366 Contact: Bill Johnstone 503.443.2299	No	0
2	Oregon Employment Department 2150 Oakmont Way Eugene, OR 97401 541.686.7601	No	0
3	All Access Radio Group www.allaccess.com	No	0
4	University of Oregon Eugene, OR 97405 541.346.1000 talent@uoregon.edu	No	0
5	Indeed www.indeed.com	No	0
6	Craig’s List https://eugene.craigslist.org	No	0
7	Oregon State University Office of Human Resource 122 Kerr Administration Building Corvallis, OR 97331-2132	No	0
8	Cumulus Business Managers BM@cumulus.com	No	0
9	On-Air Announcements (<i>one or more SEU stations</i>)	No	0
10	Word-of-Mouth Referral	No	1
11	SEU Job Fair (<i>see Section III</i>)	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
12	Portland Society of Broadcast Engineers www.sbe124.org/ Contact: Kent Randles, Kent.Randles@entercom.com	No	0
13	Cumulus Careers Website www.cumulus.com/careers	No	0
14	Register-Guard Newspaper www.registerguard.com	No	0
15	Internal Transfer/Promotion	No	1
16	Glassdoor www.glassdoor.com	No	0
17	LinkUp www.linkup.com	No	0
18	ZipRecruiter www.ziprecruiter.com	No	0
19	Monster www.monster.com	No	0
20	Society of Broadcast Engineers www.sbe.org/sections/jobs_online.php	No	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			3

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Internship Program	<p>During this reporting period, our SEU hosted two (2) student interns from the University of Oregon.</p> <p>One intern worked in our Production Department from April 19th through September 13th 2019 and was supervised by our Production Director. She shadowed our Production Director and learned how to: use Adobe Audition and Vcreative; turn voice-overs into produced commercials; write and produce commercials; download syndicated programming and fit it inot the SEU's line-up; and complete production orders using the national barter system...and was an absolutely exceptional intern.</p> <p>Our other student worked as a Sports intern from May 7th through September 13th, 2019 and was supervised by our Sports & Utility Producer. He shadowed our Sports & Utility Producer and learned how to: use Adobe Audition; edit audio; produce fill content for The Score, CBS national show promotions, and weekly fill-in content for guests on the Show; run the board and load logs into Op-X; record live shows and commercials; write blogs for station websites; and, conduct interviews for online content...and was an all-around amazing intern.</p>
2	Host Job Fair	<p>On March 12, 2019, our SEU hosted a Career and Education Fair on the downtown campus of Lane Community College. Our SEU organized this Fair, solicited local employers, and promoted this event on all of our Stations. Our SEU was also an exhibitor, so, our Market Manager, Promotions Director, and Account Executives were on hand to speak with students and other attendees about career opportunities in broadcasting as well as job openings and internships within the SEU.</p>

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
3	Participate in Job Fair	On May 16, 2019, our SEU participated in the Job Fair sponsored by Lane Community College, which took place in the Center for Meeting and Learning on its campus. Our Business Manager attended this event and spoke with students about career opportunities in broadcasting as well as job openings and internships within the SEU. Our Business Manager was also invited to join members of EARS (Eugene Area Radio Stations) at its table for lunch.
4	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment	During the month of April 2019, our SEU participated in harassment prevention training. All SEU employees were required to complete a course prepared by ThinkHR entitled, "Workplace Harassment Prevention," designed to address sexual harassment with a focus on the forms of harassment prohibited by federal law. The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. The course for managers was more extensive than the course for staff members. In order to obtain a certificate of participation, employees were required to take a quiz following their completion of the tutorial.