



Annual EEO Public File Report

The purpose of this EEO Public File Report (“Report”) is to comply with Section 73.2080©(6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment unit that is comprised of KWYB (Butte/Bozeman, MT) and is required to be placed in the public inspection files of the station and posted on their website, if they have a website.

The information contained in this Report covers the time period beginning December 1, 2016 to and including November 30, 2017 (the “Applicable Period”).

The FCC’s 2002 Report requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the stations comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to section 73.2080©(1)(ii) of the new EEO Rule, which should be separately identified, identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080©(2) of the FCC rules.

Appendices 1, 2 and 3, which follow, have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under column entitled “Full-time Positions for Which This Source Was Utilized” refer to the number of the full-time job positions listed on Appendix 1.

For purposes of this Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer and completed station paperwork. A person was deemed “interviewed” whether he or she was interviewed in person, over the telephone or by web face-time interviews.



2017 EEO Public File Report Form
Reporting Period: 12/01/16 - 11/30/17

Station: KWYB
Section I: Vacancy Information

Full Time Positions Filled by Job Title:	Recruitment Source of Hiree:	Date Position Filled	Total # of Interviewees from all Sources for this position:	Recruitment Sources Notified for each position (from Section II Recruitment Source)
1. Bureau Chief Reporter	Internal - Promotion	6/12/2017	1	Promotion
2. News Reporter	Cowles MT Websites	7/3/2017	5	1,2,5,7,8,12

Total Number of Persons Interviewed During Applicable Period: **6**



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Section III: Total Number of Interviews Generated Per Recruitment Source

	Recruitment Source	Contact Information	# of Interviewees Per Source This Period (if any).	Full Time Positions For Which This Source Was Utilized
1	Internal Posting/Employee Referral	Keith Teske 3200 Old Havre Highway, Black Eagle MT 59414 (406) 453-4377	1	1
2	Company Website	Cassidy Belus (406) 542-8900 www.abcfoxmontana.com www.kulr8.com www.khq.com	4	1
3	Bozeman Chronicle	Bozeman Chronicle PO Box 1570, Pocatello ID 83204 (406) 582-2637	0	
4	Media Line	Mark Shilstone Box 51909, Pacific Grove CA (800) 237-8073 mark@medialine.com	0	
5	Montana State University	Montana State University 177 Strand Union Building, Bozeman MT (406) 994-4353 careers@montana.edu	0	
6	University of Montana	Career Services Lommasson 154, Missoula MT 59812-2088 (406) 243-2022 careers@umontana.edu	0	
7	Montana Broadcasters Association	Montana Broadcasters Association 3914 Rainbow Bend Dr, Bonner MT 59823 (406) 244-4622 www.mtbroadcasters.org	0	
8	TV Jobs	Mark Holloway P.O. Box 4116 Oceanside, CA 92052-4116 (800) 374-0119 admin@tvjobs.com	0	
9	Great Falls Job Service	Jennifer Lambert 1018 7th Street S, Great Falls, MT 59405 (406) 791-5800 jlambert2@mt.gov	0	
10	Craigslist	Craig Newmark PO Box 225159, San Francisco CA 94122-5159 Phone: 415-566-9844 website: www.craigslist.org	0	
11	Helena Chamber of Commerce	Rhonda Retz 225 Cruze Ave, STE A, Helena MT 59601 (406) 442-4120 rretz@helenachamber.com	0	
12	Linkedin	Linkedin.com 855-655-5653	1	
Total interviews for all full time vacancies filled:			6	2

Note: * Indicates sources that have requested notification of job openings.



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Section IV : Outreach Activities

Activity	Description
Job Fair	Participated in the Internship and Job Fair put on by four local universities at the Spokane Convention Center. Eastern Washington University, Gonzaga University, Washington State University and Whitworth University hosted the event in February 2017. Station representatives discussed employment and internship possibilities at KHQ-TV, KNDO-TV, KNDU-TV and Montana stations. Descriptions and applications were also available for the job candidates. Managers were available to talk about job openings in the various markets and details on education needed for each job.
Job Fair	Participated in the Internship and Job Fair at University of Montana - School of Journalism in March 2017. Station representatives discussed employment and internship possibilities at KTMF, KWYB, KHBB, KFBB, KULR, and our Sister Stations in Washington.
Job Fair	Participated in Great Falls Job fair Hosted by Great Falls Job Service in May 2017. Station representatives discussed the career paths available in Broadcasting and with KFBB, KHBB, KULR, KTMF and Sister stations in Washington. An informational sheet describing all of the open positions at each individual station in Washington and Montana was made available.
Job Fair	KHQ-TV and Worksource Spokane organized and hosted the 4th Annual Job fair, May 2017 at the Spokane Convention Center. Station representatives discussed opportunities with KHQ-TV, KNDO/KNDU-TV and Montana stations. Informational sheets outlining internship programs and job shadow positions as well as a list of current jobs at each individual station were made available. Representatives discussed the company approach to hiring at smaller Stations/Markets and training and promoting the market Stations. Talent and weather staff answered questions about their jobs and education requirements for their positions.
Mentoring Program	Employees often visit KHQ-TV a "brother/sister broadcast entity" in Spokane, WA to train with staff in the larger market. News, Production, and Sales personnel have participated in these mentoring activities this reporting year. In addition KHQ's News Director and Assistant News Director work weekly with KWYB's News Director, producers and Multi-Media Journalists for guidance and training.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	A station representative attended a symposium at Washington State University. The representative discussed with students his experience getting a job in the industry and what they could expect as a journalism professional.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	A station representative participated in an accreditation meeting at University of Montana School of Journalism. The discussion group gave input on the future of journalism and the needs of the journalism professional community.
Training	The Station Manager, Local Sales Manager, and an Account Executive attended the NAB - Small Market Television Exchange three day conference in Denver, CO in September 2017. They attended seminars on leadership, creative marketing ideas, management strategies and sales training strategies.
Training	The Local Sales Manager and three Sales Account Executives attended the Montana Broadcasters Association Sales Clinic in Bozeman, MT in September 2017. The sales team attended a seminar that help them in meeting customer needs, making proposals and presentations, and dealing with difficult people.