

## I. VACANCY LIST

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Reporter/MMJ	1-39, 41-44	44
Photographer/MMJ	1-43	56
Anchor/Reporter Evening	1-19, 21-44	32, 57
Marketing Producer	1-43	45,44
Account Executive (KRHD)	1-43	45
General Sales Manager	1-44, 50	45
Sales Assistant	1-43	43
Digital Content Manager	1-44	49
Sports Reporter/Anchor	1-44	43
Production Assistant	1-44	29
Photographer/MMJ	1-44	49,44
Digital Content Producer	1-44, 51	44
Anchor/Reporter Morning	1-44, 51	44
Marketing Producer	1-43	45,43
Account Executive Killeen	1-43, 51	32
Master Control Operator	1-43, 51	45
Digital Sales Assistant	1-44	45
A.M. Producer	1-43, 51	43
10 P.M. Producer	1-43, 51	45
Director	1-43, 51	37
General Manager	1-43, 51, 52	49
Executive Producer	1-43, 53	45
Meteorologist	1-43, 51	43
News Content Specialist	1-43, 51	43
News Operations Manager	1-43, 51	49
Account Executive (Killeen)	1-43, 51	50
Associate Producer	1-43, 51	58
Reporter (Killeen)	1-43, 51	43
Reporter (Waco)	1-43, 51	59
Producer	1-43, 51	60
Associate Producer	1-43, 51	49
Production Assistant	1-44	45
Director	1-43, 51	49
News Content Specialist	1-43, 51	29
Assignment Manager	1-43, 51	29
News Content Specialist	1-43, 51	43
Producer	1-43, 51	49
Producer	1-43, 51	43
Producer	1-43, 51	60
Local Sales Manager	1-43, 51, 52	49
News Content Specialist	1-43, 51	43
News Content Specialist	1-43, 51	44
Meteorologist	1-43, 51	32
Account Executive (Waco)	1-43, 51, 52	45
Account Executive (KRHD)	1-43, 51	50,45
Account Executive (Killeen)	1-43, 51	45

# KXXV LLC

## II. MASTER LIST OF RECRUITMENT SOURCES

EEO PUBLIC FILE REPORT \* April 1, 2016 - March 31, 2017

\*Sources with an asterisk (\*) denote organizations that requested notification of job vacancies

*Source Number	Organization	Contact Person	Mailing/Email Address	Website	Phone Number	Number of Interviews
<b>COMMUNITY SOURCES</b>						
1	Alabama State University	Ella Tucker	<a href="mailto:etucker@alasu.edu">etucker@alasu.edu</a>		334-229-4156	
2*	American Broadcasting School	Michelle McConnell	<a href="mailto:michelle@radioschool.com">michelle@radioschool.com</a>		817-685-2474	
3*	Angelo State University	Julie Ruthenbeck	<a href="mailto:career.development@angelo.edu">career.development@angelo.edu</a>		325-942-2255	
4	Baylor University	Michelle Cohenour	<a href="mailto:hireabear@baylor.edu">hireabear@baylor.edu</a>	handshake.com	254-710-8666	3
5	Cen-Tex Hispanic Chamber	Cecilia Pena	<a href="mailto:cecilia@wacohispanicchamber.com">cecilia@wacohispanicchamber.com</a>		254-754-7111	
6*	Colorado State University	Diane Hellbusch		handshake.com	970-491-1111	
7	Colorado/Illinois Center for Broadcasting	T Cuff	<a href="mailto:tcuff@beonair.com">tcuff@beonair.com</a>		303-937-7070	
8*	Connecticut School of Broadcasting	Richard Crane	<a href="mailto:ahoops@gocsb.com">ahoops@gocsb.com</a>		860-677-7577	
9*	Division of Vocational Rehabilitation	Debra Leffler	<a href="mailto:dleffler@okdrs.gov">dleffler@okdrs.gov</a>		800-487-4042	
10	Eastern New Mexico University	Susan Larson	<a href="mailto:careerandcounseling.intern@enmu.edu">careerandcounseling.intern@enmu.edu</a>		505-562-1011	
11	Heart of Texas Black Chamber	Kim	<a href="mailto:info@centexchamber.com">info@centexchamber.com</a>		254-751-1057	
12	Illinois Center for Broadcasting	Carl Jackson	<a href="mailto:cjackson@beonair.com">cjackson@beonair.com</a>		630-916-1700	
13*	Jobstar	Julia Humphrey	Fax: 325-676-4823		325-734-3612	1
14*	LA Reporters Clinic	Jay Jackson	<a href="mailto:mrjackson41@hotmail.com">mrjackson41@hotmail.com</a>		805-915-8712	
15*	Laredo Community College	Gloria Perez	<a href="mailto:gloria.perez@laredo.edu">gloria.perez@laredo.edu</a>		956-721-5135	
16	Lubbock Christian University	Sheila Dye	<a href="mailto:sheila.dye@lcu.edu">sheila.dye@lcu.edu</a>		806-20-7215	
17	Medialine	Mark Shilstone	<a href="mailto:medialine@medialine.com">medialine@medialine.com</a>		800-237-8073	
18	Midland Hispanic Chamber of Commerce	Rachel Stone	<a href="mailto:amber@midlandhcc.com">amber@midlandhcc.com</a>		432-682-2960	
19*	Midwestern State University	Sarah Ward	<a href="mailto:careermanagement@mwsu.edu">careermanagement@mwsu.edu</a>		940-397-4407	
20	National Association of Hispanic Journalists	Mark Botero	<a href="mailto:jobbank@nahj.org">jobbank@nahj.org</a>	<a href="http://www.nahjcareercenter.com">www.nahjcareercenter.com</a>	888-975-1386	
21*	Oklahoma State University	Career Services	<a href="mailto:careers@okstate.edu">careers@okstate.edu</a>		405-744-2242	
22*	Public Private Partnership Office	Shannon Jackson	<a href="mailto:shannon.s.jackson.ctr@mail.mil">shannon.s.jackson.ctr@mail.mil</a>		580-558-7101	
23	Red River Technology Center	S Loveday	<a href="mailto:sloveday@rrtc.edu">sloveday@rrtc.edu</a>		580-255-2903	
24	Rogers State University	Calli Knight	<a href="mailto:hirehillcats@rsu.edu">hirehillcats@rsu.edu</a>		918-343-7864	
25	San Antonio College	Melissa Sutherland	<a href="mailto:bclauss1@alamo.edu">bclauss1@alamo.edu</a>		210-785-6021	
26*	Southwest Adventist University	Michael Agee	<a href="mailto:magee@swau.edu">magee@swau.edu</a>		817-202-6883	
27	Southwestern University	Roger Young	<a href="mailto:career.services@southwestern.edu">career.services@southwestern.edu</a>		512-863-6511	

28*	Texas A&M University	N/A	N/A	<a href="https://tamucsm.symplicity.com/employers/">https://tamucsm.symplicity.com/employers/</a>	979-845-5139	
29	Texas Association of Broadcasters	Anna Romero	<a href="mailto:anna.romero@tab.org">anna.romero@tab.org</a>		512-322-9944	7
30	Texas State University	N/A	<a href="mailto:careerservices@txstate.edu">careerservices@txstate.edu</a>	<a href="https://www.myinterfase.com/txstate/home.aspx">https://www.myinterfase.com/txstate/home.aspx</a>	512-245-2111	
31*	Texas Tech University	Derrick Ginter	<a href="mailto:derrick.ginter@ttu.edu">derrick.ginter@ttu.edu</a>		806-742-6500	
32	TV Jobs	Mark Holloway	N/A	Tvjobs.com	800-374-0119	10
33*	United Methodist Church	Robin Combs	<a href="mailto:wesleyumc2007@sbcglobal.net">wesleyumc2007@sbcglobal.net</a>		254-754-1822	
34	University of Central Oklahoma	Beth Waddelow	<a href="mailto:careers@uco.edu">careers@uco.edu</a>		405-974-3346	
35	University of Mary Hardin-Baylor	Don Owens	<a href="mailto:careerservices@umhb.edu">careerservices@umhb.edu</a>		254-295-7696	
36*	University of New Mexico	Mary Bibeau	<a href="mailto:cjadvise@unm.edu">cjadvise@unm.edu</a>		505-277-1903	
37	University of North Texas	Dan Naegeli	<a href="mailto:careercenter@unit.edu">careercenter@unit.edu</a>		940-565-2105	1
38*	University of Texas	Christina Worle	<a href="mailto:ccsmain@austin.utexas.edu">ccsmain@austin.utexas.edu</a>		512-417-9421	
39*	Veterans Service Center	N/A	Fax: 580-357-3433		580-357-7280	
40*	West Texas A&M	Leigh Browning	<a href="mailto:lbrowning@mail.wtamu.edu">lbrowning@mail.wtamu.edu</a>		806-651-2412	
41	Workforce Oklahoma	Jo Richter	Fax: 580-357-9629		580-357-3500	
42	Workforce Solutions for the Heart of Texas	Mark Ashley	<a href="mailto:mark.ashley@hotworkforce.com">mark.ashley@hotworkforce.com</a>		254-296-5270	1
<b>ADDITIONAL SOURCES</b>						
43	Raycom Website	N/A	N/A	<a href="http://www.raycom.com">www.raycom.com</a>	N/A	37
44	KXXV Website	N/A	N/A	<a href="http://www.kxxv.com">www.kxxv.com</a>	254-754-2525	20
45	Employee Referral/Word of Mouth	N/A	N/A		N/A	29
46	Society of Broadcast Engineers	N/A	N/A	<a href="http://www.sbe.org">www.sbe.org</a>	317-846-9000	
47	News Blues	N/A	N/A	<a href="http://www.newsblues.com">www.newsblues.com</a>	N/A	
48	Station Index	N/A	N/A	<a href="http://www.stationindex.com">www.stationindex.com</a>	N/A	
49	Internal Candidate	N/A	N/A		N/A	8
50	Indeed	N/A	N/A	<a href="http://www.indeed.com">www.indeed.com</a>	N/A	8
51	Oklahoma University	N/A	N/A	<a href="http://www.handshake.com">www.handshake.com</a>		1
52	LinkedIn			<a href="http://www.linkedin.com">www.linkedin.com</a>		2
53	Rick Gevers & Assoc	N/A	N/A	<a href="http://www.rickgevers.com">www.rickgevers.com</a>	N/A	
54	TSTC	N/A	N/A	<a href="http://www.hiretstc.com">www.hiretstc.com</a>	N/A	
55	MCC	N/A	N/A	<a href="https://www.collegecentral.com/mclennan">https://www.collegecentral.com/mclennan</a>	N/A	
56	Work in Waco Job Fair	N/A	N/A	Station does not post job specific information	N/A	2
57	Facebook Post	N/A	N/A	Station does not post job specific information	N/A	1
58	Stephen F. Austin	N/A	N/A	Station does not post job specific information	N/A	1
59	Glassdoor.com	N/A	N/A	Station does not post job specific information	N/A	1
60	Monster.com	N/A	N/A	Station does not post job specific information	N/A	2
61	Raycom Recruiter	N/A	N/A	Station does not post job specific information	N/A	6
62	Newspaper	N/A	N/A	Station does not post job specific information	N/A	1
63	STAA	N/A	N/A	Station does not post job specific information	N/A	1
64	WAFB Internship	N/A	N/A	Station does not post job specific information	N/A	1
65	Phonebook	N/A	N/A	Station does not post job specific information	N/A	1
66	Google.com	N/A	N/A	Station does not post job specific information	N/A	1

					Total	146



# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

Full-time job postings on minority website

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

All job postings are posted on the websites of media trade groups whose membership includes substantial participation by women and minorities, including;

National Association of Hispanic Journalists (NAHJ)

Names of Station Personnel involved in Initiative:

Brandi Crubaugh – Business Office/EEO Coordinator

# KXXV LLC

## EEO PUBLIC FILE REPORT

April 1, 2016 – March 31, 2017

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

KXXV LLC personnel speaking engagements

KXXV LLC employees speak at various events throughout the year, as well as emcee/host events.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Speaker at Whitney Elementary to talk about severe weather and safety; Speaker at Lorena Elementary for Career Day (Meteorology); Speaker at China Spring Intermediate for Career Day (Meteorology); "Covering & Reacting to Breaking News" speaker at Baylor University; Interviewed on FB Live, Suzi Humphries about her years in broadcasting; Changing public perception to national news media and local media, at Killeen Heights Rotary Club; Speaker at University of North Texas and answered students questions regarding television, and the application, interview, and job search process; Waco Lions Club weather presentation regarding severe weather and safety; "Are You Prepared for Severe Weather" presentation in Clifton Texas;

Names of Station Personnel involved in Initiative:

Conley Isom – Meteorologist

Ann Harder – News Anchor

Robert Garcia – News Operations Manager

Emily Baird – Marketing Director

# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): April 6, 2016

Describe Nature of Initiative:

2016 McLennan Career Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

KXXV sponsored a booth at the 2016 McLennan Career Fair

Names of Station Personnel involved in Initiative:

Brandi Crubaugh – Business Office Coordinator

Debbie Garcia – Marketing Director

# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): April 14, 2016

Describe Nature of Initiative:

2016 Work in Waco Job Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

KXXV sponsored a booth at the 2016 Work in Waco Job Fair

Names of Station Personnel involved in Initiative:

Brandi Crubaugh – Business Office Coordinator

Emily Baird – Marketing Director



# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): March 2, 2017

Describe Nature of Initiative:

Spring 2017 Journalism, Media, Communication Job Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

KXXV sponsored a booth at the Spring 2017 Journalism, Media, Communication Job Fair at The University of North Texas.

Names of Station Personnel involved in Initiative:

Charlie Haldeman – News Director

# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): January 31, 2017

Describe Nature of Initiative:

2017 Baylor Spring Career Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

KXXV sponsored a booth at the 2017 Baylor Spring Career Fair

Names of Station Personnel involved in Initiative:

Grant Farek – Marketing Producer

Emily Baird – Marketing Director

Robert Garcia – News Operations Manager

# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): October 10, 2016

Describe Nature of Initiative:

University of North Texas Recruiting Visit

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

KXXV News Director, Charlie Haldeman went to the University of North Texas' recruiting event to recruit employees for KXXV.

Names of Station Personnel involved in Initiative:

Charlie Haldeman – News Director

# **KXXV LLC**

## **EEO PUBLIC FILE REPORT**

April 1, 2016 – March 31, 2017

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): October 5, 2016

Describe Nature of Initiative:

Raycom Media Career Day at Baylor University

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Raycom Media along with KLTU/KTRE, and KXXV partnered with Baylor University to hold a career day. Each department head prepared a presentation and spoke with students interested in obtaining employment in broadcast media.

Names of Station Personnel involved in Initiative:

Pat Stacey – VP/GM KLTU/KTRE  
Joe Garcia – General Sales Manager KXXV  
Emily Baird – Marketing Director KXXV  
Randy Lee – Director of Technology KXXV  
Charlie Haldeman – News Director KXXV

# KXXV LLC

## EEO PUBLIC FILE REPORT

April 1, 2016 – March 31, 2017

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

KXXV LLC Station Tours

KXXV LLC employees speak about what their job entails and answer questions about what it is like to work in Broadcast Television.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Station tours (4) given to the Baylor Lifelong Learners Group "Behind the Scenes at a TV Station"  
Station tours (2) given to groups of LEAD students  
Station tours (2) given to Woodway Christian School  
G.W. Carver Summer Camp tour

Names of Station Personnel involved in Initiative:

Emily Baird – Marketing Director  
Ann Harder – Anchor  
Eric Duncan – General Manager  
Randy Lee – Director of Technology  
Megan Marshall – Marketing Producer  
Matt Hines – Chief Meteorologist  
Dwayne Macie – Meteorologist  
Erin Moran – First Alert 25  
Charlie Haldeman – News Director  
Taheshah Moise – Anchor  
Sarah Wagoner – Director  
Robert Garcia – News Operations Manager