

KCWY
EEO PUBLIC FILE REPORT
May 31, 2017 to June 30, 2018

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
1. Riverton Bureau Reporter	1-9	1
2. Morning Anchor/Reporter	1-9	1
3. Weekend Meteorologist/Weekday Reporter	1-9	1
4. Technical Media Producer	1-9	1
5. Assistant Broadcast IT Engineer	1-8	3
6. Sports Anchor/Reporter	1-9	1
7. Reporter	1-9	1
8. Reporter	1-9	9
9. Evening Meteorologist	1-9	1
10. Reporter	1-9	1
11. Reporter	1-9	1
12. Technical Media Producer	1-9	3

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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
<u>1</u>	Company website: PeopleMatter.com a.k.a. Snag.com , which automatically posts to Indeed.com as well	N	8
<u>2</u>	TV Jobs: www.TVJobs.com + www.stationindex.com	N	7
<u>3</u>	Station Website: www.kcwy13.com	N	3
<u>4</u>	Wyoming Workforce Services/Wyoming At Work which also posts to https://www.usajobs.gov/ Kate Thron, Workforce Specialist Mandy Gerhardt, Office Support Specialist 851 Werner Court #120 / P. O. Box 2760 Casper, WY 82602 Ph. 307-234-4591 Wyomingworkforce.org + www.wyomingatwork.com	N	3
<u>5</u>	On-Air Announcements	N	0
<u>6</u>	Wyoming Colleges Job Consortium www.collegecentral.com/caspercollege/employer.cfm	N	0
<u>7</u>	Wyoming Broadcasters Virtual Job Fair: careerpage.org	N	2
<u>8</u>	Veterans and General Public Job Fair at Ramkota Hotel Mary L. Orr – Business Representative Casper Workforce Center mary.orr@wyo.gov 851 Werner Court #120 / P. O. Box 2760 Casper, WY 82602 Ph. 307-234-4591	N	1
<u>9</u>	Station Employee Referral (WDSU-TV)	N	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			25

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Participate in training program for an employee that teaches skills needed for promotion to a higher level position.	On June 7, 2017, the station participated in a National Weather Service training/professional development program at Casper College. The station's evening meteorologist participated.
2	Participate in virtual job fair	From June 11 to 18, 2017, the station participated in a virtual job fair hosted by the Wyoming Association of Broadcasters. Station ran on-air announcements to publicize the fair, posted open positions on the WAB's website, and accepted resumes. Participants from the station included our GM, Chief Engineer, and News Director.
3	Participate in an event for or on behalf of an educational institution related to careers in broadcasting	From July 25, 2017 to March 1, 2018, at the request of school teachers in the Casper area, our meteorologists went to classrooms and presented News 13's Weather Class twenty-two times. Among the topics discussed were the water cycle and clouds, severe weather, winter weather and wind. Also discussed were careers in forecasting weather for broadcasting. Students also had the opportunity to ask questions.
4	Participate in Scholarship Program for students interested in pursuing a career in broadcasting.	During the reporting period, the station fully participated in the Wyoming Association of Broadcasters Scholarship Program by making financial contributions, disseminating Scholarship materials, and judging all applicants.
5	Participate in training program for an employee that teaches skills needed for promotion to a higher level position.	On October 3, 2017, the station participated in the Wyoming School and Safety Conference at Casper College on how to communicate to the media during a school emergency. The station's evening meteorologist participated. He also accepted questions from school administrators, emergency managers and law enforcement.
6	Provide EEO training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	On October 18, 2017, the station participated in an EEO training seminar presented by the Massachusetts and other state broadcasters associations. Among the topics covered were the FCC's 2017 EEO rule, best practices and how to ensure compliance with the FCC's EEO rules. Station participants included our GM and Office Manager.

7	Sponsor an event for or on behalf of a community organization related to careers in broadcasting	On December 5, 2017, the station gave a tour to a student from Kelly Walsh High School in Casper. The individual attending the tour was between the ages of 18 and 19. In addition to receiving a “behind the scenes” view of our station, participants had the opportunity to attend the morning editorial meeting, then accompany a reporter to the police briefings and went to cover a story with another reporter. Student saw how we produce and anchor a news show and had the opportunity to ask questions. Station participants included our Anchor/Reporter, Multi-Media Journalist, and Producer.
8	Sponsor an event for or on behalf of a community organization related to careers in broadcasting	On January 5, 2018, the station gave a tour to individuals from Kelly Walsh High School based in Casper. The individuals attending the tour were between the ages of 17 and 19. In addition to receiving a “behind the scenes” view of our station, participants had the opportunity to ask questions. Station participants included our GM, News Personnel and Chief Engineer.
9	Sponsor an event for or on behalf of a community organization related to careers in broadcasting	On January 19, 2018, the station gave a tour to individuals from the University of Wyoming. The individuals attending the tour were between the ages of 18 and 25. In addition to receiving a “behind the scenes” view of our station, participants had the opportunity to ask questions. Station participants included our Anchor/Reporter, Meteorologist, Creative Services Director, and Chief Engineer.
10	Participate in job fair	On April 1, 2018, the station participated in a job fair hosted by the Wyoming Department of Workforce Services. We ran on-air announcements to publicize the fair, had a booth at the fair, and accepted resumes. Participants from the station included our GM, Chief Engineer, and Creative Services Director.