

KUTV/KUSG
EEO Public File Report
June 1, 2009 - May 31, 2010

I. VACANCY LIST

	Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree	Total # of Applicants Interviewed
1	Sales Coordinator - KUSG		17	1
2	Traffic Coordinator	1,2,3,4,6,9,10,11,12,13,15,26	3	7
3	Traffic Coordinator	1,2,3,4,6,9,10,11,12,13,15,26	2	7
4	AR / Collections Clerk	1,2,3,4,6,9,10,11,12,13,15,23,26	23	6
5	Traffic Coordinator	1,2,3,4,6,9,10,11,12,13,15,21,26	21	7
6	National Sales Assistant	2,3,18	18	2
7	Accountant	1,2,3,4,8,10,17,19,20,25,30,31,32,37,4	1	8
8	Account Executive	3,24,27	27	7
9	Account Executive	3,24,27	27	7
10	Account Executive	3,24,27	27	7
11	Account Executive	3,24,27	27	7
12	General Manager	Exigent Circumstances		1
13	Payroll/Accounts Payable	1,2,4,6,9,10,11,12,13,15,23,26	23	3
14	Traffic Coordinator	1,2,4,6,9,10,11,12,13,15,16,26	16	7
15	Marketing Director	Exigent Circumstances		1
16	Account Executive	1,2,4,5,6,9,10,11,12,13,15,21,26	21	3
17	Traffic Coordinator	1,2,3,4,6,9,10,11,12,13,15,16,26	16	8
18	Producer	1,2,4,6,9,10,11,12,13,15,19,25,26	19	6

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19	E Media Manager	1,2,4,6,9,10,11,12,13,15,26	26	4

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Contact	Address	Phone	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviews Referred by RS over 12-month period
1	Dept of Workforce Services (notifies all Utah)	Naomi Martindale	1385 S. State Salt Lake City, UT 84115	801-468-0274	Y	3
2	KUTV Website	Mark Thomas	299 S Main St, Suite 150 Salt Lake City, UT 84111	801-973-3000		5
3	Salt Lake Tribune & Desert News	Tricia Mallard	4770 S 5600 W Salt Lake City, UT 84118	801-237-2053		6
4	Brigham Young Univ. Alumni Placement Office	Monte Marshall	2440 WSC Provo, UT 84602	801-422-7600		
5	Brigham Young University Idaho Career Placement	James C. Gordon	Kimball Building #230 Rexburg, ID 83460-1667	208-496-2176	Y	
6	LDS Business College Career Services	Frank Sano	95 N 300 W Salt Lake City, UT 84101	801-524-8100		
7	Salt Lake Community College, Placement Office	Maryann Parker	4600 S. Redwood Road Salt Lake City, UT 84123	801-657-4207	Y	
8	University of Utah Placement Office	Jim White	201 S. 1460 East, 350 SSB Salt Lake City, UT 84112-9058	801-585-5049	Y	
9	Utah Career College Placement Office	Chris Oakeson	1902 West 7800 South #1 West Jordan, UT 84088	801-304-4224		
10	Utah Valley University Career/Student Employmt	Ellen Draper	800 West University Parkway Orem, UT 84058	801-863-6004		
11	Weber State University Career Service Center	Pat Wheeler	1105 University Cir. Rm 230 Ogden, UT 84408-1105	801-626-6393		
12	LDS Employment Services (notifies all offices)	Dean Walker	780 West 800 South Salt Lake City, UT 84104	801-240-7240	Y	
13	Utah State Office of Rehabilitation (notifies all offices)	Gordon Swensen	660 S. 200 E., Ste 400 Salt Lake City, UT 84111	801-238-4560		
14	Dixie State College of Utah		careercenter@dixie.edu			
15	Dept of Workforce Services (St. George)	Bill Campbell	wcampbell@utah.gov			
16	Employee Referral					7
17	Non Employee Referral					3
18	Apprentice/Station Internship Program					1
19	Internal Transfer/Promotion					1
20	Hotjobs.com					2
21	Self / Walk-In					2
22	Utah Broadcasters Association Job Fair at University of Utah		Student Union Ballroom Salt Lake City, UT			
23	Craigs List		www.craigslst.net			7
24	Monster.com					1
25	T.V. Jobs.com					1
26	Bill Humbert		Recruiterguy@msn.com			5
27	Unknown					14

Total Interviewees

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE	BRIEF DESCRIPTION OF ACTIVITY
1	Co-Sponsor Utah Broadcasters Association Job Fair, University of Utah, Salt Lake City, UT	On April 14, 2010, our station employment unit co-sponsored the Utah Broadcasters Association Job Fair at the University of Utah in Salt Lake City, UT. Station participants included our GM Administrative Assistant, Production Manager, Sales, Chief Photographer, Executive Producer, and Human Resources Manager.
2	On Going Internship Program Fall & Spring Semesters	Program designed to bring in around 5 interns from local Colleges & Universities to KUTV for Fall & Spring Semesters. Interns can receive training in the areas of news, sports, weather, & sales. News interns learn responsibilities of the assignment desk, assist in producing newscasts and writing. Sports and weather interns learn the above as it is applicable to sports and weather. Sales interns learn to write web copy, work with web designers, support public relations, and learn production and development of on-air promotions.
3	Training FCC EEO Compliance Guest Speaker Attorney from Washington D.C.	On March 04, 2009 our GM Administrative Assistant and News Director attended a 2 hour seminar sponsored by the Utah Broadcasters Association on FCC EEO Compliance and FCC EEO Updates.
4	Community activities to educate public on Broadcast Employment.	On December 8th, 2009 Melissa Gibbs a News Producer went to Alta View Elementary and spoke/answered questions about broadcasting and played newscasts for 4 different classes.
5	Community activities to educate public on Broadcast Employment (Station Tours).	On February 03, 2010 our Director of Operations gave a tour to Diane Browning and 5 others from the Salt Lake Community College, they also held a meeting to discuss workforce trends in broadcast technologies and how SLCC might design an educational facility to prepare students for careers in technical broadcast jobs.
6	Community activities to educate public on Broadcast Employment.	March 08, 2010 Mary Nickles, News Anchor visited Eastmont Middle School and did a Power in You assembly for the whole school.
7	Community activities to educate public on Broadcast Employment (Station Tours).	March 17, 2010 Mary Nickles, News Anchor gave a tour to the Morgan High School Journalism students and had them watch the noon show live. There were about 15 students participating.

8	Community activities to educate public on Broadcast Employment.	April 16,2010 Tania Mashburn, News Producer was one of 7on a panel of experts speaking at the Utah State University. She discussed her job as a producer and what the job market is currently like. She talked about current job opening at KUTV and what the hiring managers look for in candidates. She discussed the internship program and expressed what a valuable learning tool the program is and how it would help lead to finding a future career.
9	Community activities to educate public on Broadcast Employment.	May 20, 2010 Matt Brown,Marketing Director attended a career day fair at Canyon View Elementary for their 6th grade classes (about 100 students) to discuss careers in broadcasting.
10	Community activities to educate public on Broadcast Employment.	Sterling Poulson Weather Anchor visits on average two schools per month and engages in Q&A sessions with the students, at the end of his visit he takes them out to see the storm tracker vehicle and gives the students a hands on look at the instruments the measure the different weather elements.
11	Community activities to educate public on Broadcast Employment tours	August 2009 Sterling Poulson, Anchor hosted The Freedom Academy of the Utah Natinal Guard. Over 100 students participate in this program. He conducted a tour of the station and had a Q&A session for about an hour where the cadets can ask questions of the station reporters and anchors.
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