

Christopher Kitchen
Executive Vice President & General Counsel

April 23, 2020

EEO Staff Policy Division, Media Bureau Federal Communications Commission 445 Twelfth Street, S.W. Washington, D.C. 20554

RE: EEO Audit - KFIL(AM), Preston, Minnesota (Facility Id. 34429)

Dear Sir or Madam:

Townsquare Media Rochester License, LLC ("Townsquare Rochester"), the licensee of broadcast station KFIL(AM), Preston, Minnesota, hereby responds to the Commission's notice of audit issued to Townsquare Rochester for KFIL(AM). This response includes information about the following stations, which, with KFIL(AM), comprise Townsquare Rochester's employment unit (the "Unit" or "Stations"):

KDCZ(FM), St. Charles, Minnesota (Facility Id. 56252) KDOC-FM, Eyota, Minnesota (Facility Id. 162261) KFIL-FM, Chatfield, Minnesota (Facility Id. 34428) KFNL-FM, Spring Valley, Minnesota (Facility Id. 54631) KOLM(AM), Rochester, Minnesota (Facility Id. 50288) KROC(AM), Rochester, Minnesota (Facility Id. 61321) KROC-FM, Rochester, Minnesota (Facility Id. 61323) KWWK(FM), Rochester, Minnesota (Facility Id. 50289) KYBA(FM), Stewartville, Minnesota (Facility Id. 67336)

a. *Public File Report*. Copies of Townsquare Rochester's two most recent EEO public file reports for the periods covering December 1, 2017 to November 30, 2018 ("2017-2018 Reporting Period") and December 1, 2018 to November 30, 2019 ("2018-2019 Reporting Period") (the 2017-2018 Reporting Period and the 2018-2019 Reporting Period, together, the "Audit Period") are attached as *Exhibit 1* and *Exhibit 2*, respectively. As noted on the face of the reports, both were amended on April 14, 2020.

The Stations' website addresses are <a href="https://therockofrochester.com/">https://therockofrochester.com/</a>, <a href="https://therochester.com/">https://therochester.com/</a>, <a



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recent public file report is posted on each of these websites. The date of each full-time hire during the Audit Period is provided in <u>Exhibit 3</u>.

- b. Supporting Documentation for Vacancies. Copies of all available communications retained by the Unit announcing the vacancies for the full-time positions filled during the Audit Period are attached as Exhibit 4.1 During the Audit Period, Townsquare Rochester began using a corporate recruiting process through a recruiting company called Greenhouse. Greenhouse exports the vacancy listing to a variety of sources, including Indeed.com, LinkedIn.com, Glassdoor.com, and Monster.com. Exhibit 4 includes information excerpted from reports that Greenhouse provides to Townsquare Rochester. These reports indicate the source that referred each applicant for the various full-time positions filled during the Audit Period. Not all of these applicants were interviewed. Exhibit 4 also contains screenshots of vacancy notices sent to and/or posted with the recruitment sources listed in the EEO public file reports for the Audit Period. None of these recruitment sources have requested to be notified of full-time job openings. The Unit did not air any vacancy-specific notices during the Audit Period.
- c. **Total Number of Interviewees and Referral Sources.** The total number of interviewees for each full-time vacancy filled during the Audit Period and the referral sources for each interviewee are provided in Exhibit 3.
- d. **Documentation of Recruitment Initiatives.** The Unit personnel involved in each recruitment initiative performed during the Audit Period is reflected in the EEO public file reports (see Exhibit 1 and Exhibit 2). Documentation of these initiatives is provided in Exhibit 5. The Unit currently has a total of 20 full-time employees. The Stations operate in a market with a population that is less than 250,000.<sup>2</sup> Therefore, the Unit is required to perform two recruitment initiatives within a two-year period pursuant to 47 C.F.R. §§ 73.2080(c)(2) and (e)(3).
- e. *Discrimination Complaints*. There are no pending or resolved complaints alleging unlawful discrimination in the employment practices of the Unit during the current license term.
- f. Management's EEO Responsibilities. EEO compliance is an integral function of management at all levels within the Unit. The Market President requires department managers to attend weekly meetings, during which they discuss general employment issues and training, as well as methods for handling problems that might arise in these areas. The department managers

<sup>&</sup>lt;sup>1</sup> Please note that the employees who handled EEO requirements in 2017-2018 are no longer with the company; therefore, some information from the 2017-2018 Reporting Period is not available.

Several of the Stations operate in the Rochester, MN Metropolitan Statistical Area, which had a population of 206,877 according to the 2010 U.S. Census. The other Stations operate in Chatfield, MN (2,779 people), Eyota, MN (1,977 people), Preston, MN (1,325 people), Spring Valley, MN (2,479 people), St. Charles, MN (3,735 people), and Stewartville, MN (5,916 people).



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also are taught to conduct interviews and performance reviews in a manner that is in line with the Unit's EEO policy. The Market President works with the department heads to ensure that decisions regarding hiring and promotion are carried out in a non-discriminatory fashion. All job openings must be filtered through the Business Manager, who is responsible for EEO compliance. No job can be filled by a department head without prior approval of the Market President, who signs off on EEO compliance. The management team is informed of EEO requirements by written guidelines forwarded by the Minnesota Broadcasters Association, the National Association of Broadcasters, and the Unit's legal services. Though the department managers actively participate in the process, the Market President bears the ultimate responsibility for enforcement of the Unit's EEO policy.

Townsquare Rochester makes a concerted effort to ensure that both employees and applicants are well-informed of the Unit's EEO policy. Upon commencement of employment, every employee receives a copy of Townsquare Media's Employee Policy Manual, which contains a description of the Unit's EEO policy. The EEO policy and other employment-related regulations are also posted in common areas of the Stations, and all of the Stations' websites post that Townsquare Rochester is an Equal Opportunity Employer. In addition, management periodically holds department head meetings to discuss EEO and other employment-related issues. Applicants are informed of the Unit's EEO policies through the interview process and by the application itself, which states the policy.

g. Analysis of EEO Program's Effectiveness. The success of Townsquare Rochester's EEO recruiting program is vital to the success of the Unit, and management therefore devotes a significant amount of time and resources to evaluating the success of its outreach initiatives, and the program as a whole. The Market President and the heads of the various departments assess the success of each outreach initiative on a case-by-case basis. After each job fair, community event, or other outreach initiative, the participants in that event, together with management, analyze the relative success of the event, including number of attendees, interest levels, number and quality of applications received (if applicable), and the like. Likewise, management actively evaluates the sources and methods by which it advertises specific job vacancies in order to ensure that the Stations receive a wide variety of qualified applicants for all employment positions.

Management recognizes that a large part of the Unit's recruitment program involves its efforts to post all available positions with an extensive list of agencies and organizations in the community. The Unit periodically adds organizations to its recruitment source list as they come to its attention and checks on organizations to confirm their contact information. Thus, the process of constant self-evaluation allows the Unit to continue to utilize the most effective methods, while strategizing how to strengthen its other outreach efforts.

Management has determined that participation in local job fairs and career fairs, coupled with its vacancy-specific announcements, allows station personnel to come into contact with, and select its employees from, a wide cross-section of members in the community. And it



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continually evaluates and modifies its program to ensure and optimize recruiting success. In addition, Townsquare Rochester draws upon the human resources department of its parent, Townsquare Media, to monitor and ensure its own EEO compliance.

h. Analysis of Pay, Benefits and Selection Techniques. Townsquare Rochester strives to comply with all federal, state and/or local laws regarding pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that the Unit provides equal opportunities to all employees and applicants.

Townsquare Rochester does not have any union agreements, is not a religious broadcaster, and is not subject to a time brokerage agreement.

I certify that the information and statements herein are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge that the attached exhibits are considered material representations.

Please address any questions concerning this letter to Townsquare Rochester's counsel, Howard Liberman of Wilkinson Barker Knauer LLP, at (202) 383-3373.

Very Truly Yours,

Christopher Kitchen
Executive Vice President
General Counsel

### Exhibit 1

EEO Public File Report for 2017-2018 Reporting Period

# KROC(AM), KROC-FM, KYBA(FM), KWWK(FM), KDCZ(FM), KDZZ(FM), KOLM(AM), KFIL-FM, KFIL(AM), and KVGO(FM)

# Townsquare Media Rochester, LLC EEO PUBLIC FILE REPORT

December 1, 2017 -November 30, 2018 AMENDED April 14, 2020

#### 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
Assistant Business Manager	29, 30, 31	29
Media & Digital Sales/Account Executive	29, 30	1
Media & Digital Sales/Account Executive	29, 30	1
Media & Digital Sales/Account Executive	29	1
Media / Ignite Sales/Account Executive	29, 30	31
Senior Media & Digital Sales/Account Executive	29, 31	31
Senior Media & Digital Sales/Account Executive	29, 31	31
Senior Media & Digital Sales/Account Executive	29, 31	31

# KROC(AM), KROC-FM, KYBA(FM), KWWK(FM), KDCZ(FM), KDZZ(FM), KOLM(AM), KFIL-FM, KFIL(AM), and KVGO(FM)

# Townsquare Media Rochester, LLC EEO PUBLIC FILE REPORT

December 1, 2017 -November 30, 2018 AMENDED April 14, 2020

#### 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
1	Employee Referral	NO	3
2	Non-Employee Referral	NO	0
3	On-Air Announcement (all SEU stations)	NO	0
4	Charter Communications 1530 Greenview Dr. SW Rochester, MN 55902 507-280-0551	NO	0
5	KTTC/Fox 47 6301 Bandel Rd. NW Rochester, MN 55901 507-288-4444	NO	0
6	Rochester Post Bulletin 18 1 <sup>st</sup> Ave SE Rochester, MN 55904 507-285-7600	NO	0
7	Express Personnel 2360 Broadway North Rochester, MN 55906 507-285-1616	NO	0
8	Main Street Tattler 4517 Minnetonka Blvd., #104 Minneapolis, MN 55416	NO	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	MBA Job Bank C/O Minnesota Broadcasters-Michelle Lappin 3033 Excelsior Blvd, Suite 103 Minneapolis, MN 55416 612-926-8123	NO	0
10	Brown Institute 1440 Northland Drive Mendota Heights, MN 55120 651-605-3440	NO	0
11	All Access Allacess.com	NO	0
12	Radio Online Radioonline.com	NO	0
13	Radio & Records Radioandrecords.com	NO	0
14	Rochester Community & Technical College 851 30 <sup>th</sup> Ave. SE Rochester, MN 55904 507-285-7210	NO	0
15	Riverland Technical College 1900 8 <sup>th</sup> Ave. NW Austin, MN 55912 507-433-0600 Amy Wangen	NO	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
16	Winona State University 110 Gildemeister Hall Winona, MN 55987 507-457-5340	NO	0
17	SEU Internship Program	NO	0
18	Jobs Fairs	NO	0
19	Fillmore Journal PO Box 496 Preston, MN 55965 507-765-2151	NO	0
20	Bluff Country Shopper 119 Fillmore St. Preston, MN 55965 507-765-2752	NO	0
21	Star Tribune PO Box 1255 Minneapolis, MN 55440 612-673-7446	NO	0
22	Inside Radio Insiderradio.com	NO	0
23	Workforce Center/MN Job Bank Rochester, MN 507-285-7315	NO	2
24	Station Website Postings (one or more SEU Stations)  Kroc.com, quickcountry.com, klcxfm.com, y105fm.com, 1520theticket.com	NO	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
25	Workforce Development 100 Main St. SE Preston, MN 55965	NO	0
26	507-765-2476  Olmsted County Journal  5074-288-5201	NO	0
27	JobVite	NO	0
28	Cresco Shopper 116 2 <sup>nd</sup> Ave. SE Cresco, IA 52136 563-547-2025	NO	0
29	INDEED.COM (via Greenhouse)	NO	63
30	GLASSDOOR (via Greenhouse)	NO	1
31	LINKEDIN (via Greenhouse)	NO	7
32	MONSTER JOBS (via Greenhouse)	NO	1
33	Hubsource.mn (Rochester Chamber of Commerce)	NO	0
	Total number of Interview Candidates during the period		77

# KROC(AM), KROC-FM, KYBA(FM), KWWK(FM), KDCZ(FM), KDZZ(FM), KOLM(AM), KFIL-FM, KFIL(AM), and KVGO(FM)

#### Townsquare Media Rochester, LLC EEO PUBLIC FILE REPORT

December 1, 2017 -November 30, 2018 AMENDED April 14, 2020

#### III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Participation in Job Banks, Internet Programs, and other programs designed to promote outreach generally	Participated in a new online job bank platform provided by our City's Chamber of Commerce which is aiming to provide a diversified workforce for our region, connecting opportunity providers and opportunity seekers, and providing the tools, resources, and networks necessary to realize their perfect fit.
2	Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	All employees were required to complete diversity and discrimination training and were required to provide a certificate of completion when they completed each training.
3	Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	Regional Business Manager, Assistant Business Manager participated in FCC/EEO Training with TSM counsel.
4	Participate in event or program sponsored by or on behalf of an educational institution relating to careers in broadcasting	On October 26, 2018, our KROC-FM Morning Show Co-Host/Brand Manager spoke to several students from Rochester's ALC School. He discussed his position and job duties, the ways in which we use social media to market our brands, how he got into the industry, and the future needs of our industry. The students learned what goes on behind the scenes at the radio station and ways their skills could lead them into a career in radio broadcasting.

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
5	Participate in event or program sponsored by or on behalf of an educational institution relating to careers in broadcasting	On October 2, 2018, our KYBA-FM Morning Show Host spoke to Winona State students at the RCTC Campus. He spoke about his position in Radio, what we do in radio, and how easy it would be for them to get into the business of Radio as a college student working in one of our Part-time positions while in school.

### Exhibit 2

EEO Public File Report for 2018-2019 Reporting Period

# KROC(AM), KROC-FM, KYBA(FM), KWWK(FM), KDCZ(FM), KDOC-FM, KOLM(AM), KFIL-FM, KFIL(AM), and KFNL-FM

# Townsquare Media Rochester, LLC EEO PUBLIC FILE REPORT

December 1, 2018-November 30, 2019 AMENDED April 14, 2020

#### 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
Media & Digital Sales/Account Executive	13, 14, 15, 16	1
Media & Digital Sales, Senior/Account Executive	8, 13, 14, 15, 16	1
Media & Digital Sales/Account Executive	8, 13, 14, 15, 16	1
Media & Digital Sales/Account Executive	4, 8, 13, 14, 15, 16	2
On Air Host	4, 5, 8, 13, 14, 15, 16	5

# KROC(AM), KROC-FM, KYBA(FM), KWWK(FM), KDCZ(FM), KDOC-FM, KOLM(AM), KFIL-FM, KFIL(AM), and KFNL-FM Townsquare Media Rochester, LLC

### EEO PUBLIC FILE REPORT

December 1, 2018 -November 30, 2019 AMENDED April 14, 2020

#### 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
1	Employee Referral	NO	5
2	Non-Employee Referral	NO	2
3	On-Air Announcement (all SEU stations)	NO	0
4	Rochester Post Bulletin 18 1 <sup>st</sup> Ave SE Rochester, MN 55904 507-285-7600	NO	0
5	All Access Allacess.com	NO	3
6	Radio Online Radioonline.com	NO	0
7	Radio & Records Radioandrecords.com	NO	0
8	Jobs Fairs	NO	2
9	Station Website Postings (one or more SEU Stations)	NO	0
10	Inside Radio Insiderradio.com	NO	0
11	Workforce Center/MN Job Bank Rochester, MN 507-285-7315	NO	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
12	Workforce Development 100 Main St. SE Preston, MN 55965 507-765-2476	NO	0
13	Indeed.com (via Greenhouse)	NO	4
14	Glassdoor (via Greenhouse)	NO	0
15	Linkedin Limited (via Greenhouse)	NO	0
16	Hubsource.mn (Rochester Chamber of Commerce)	NO	0
17	Station Facebook sites	NO	0
		Total	16

# KROC(AM), KROC-FM, KYBA(FM), KWWK(FM), KDCZ(FM), KDOC-FM, KOLM(AM), KFIL-FM, KFIL(AM), and KFNL-FM

# Townsquare Media Rochester, LLC EEO PUBLIC FILE REPORT

December 1, 2018 -November 30, 2019 AMENDED April 14, 2020

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1	Participation in Job Banks, Internet Programs, and other programs designed to promote outreach generally	Participated in a new online job bank platform provided by our City's Chamber of Commerce which is aiming to provide a diversified workforce for our region, connecting opportunity providers and opportunity seekers, and providing the tools, resources, and networks necessary to realize their perfect fit.
2	Participate in event or program sponsored by or on behalf of an educational institution or community organization relating to careers in broadcasting	Throughout the reporting period, on-air talent from KROC-FM, KWWK-FM, and Y105-FM provided tours of our facilities to organizations, including the Pine Island Girl Scouts and American Heritage Troop 0521, providing behind-the-scenes insight into the operations of our stations.
3	Participation in activities with the goal of disseminating information about broadcasting employment opportunities	On January 11, 12 and 13, 2019, Townsquare Media Rochester maintained a booth at the Rochester Home and Vacation show recruiting for open positions.

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
4	Participation in Job Fair	On April 23, 2019, Townsquare Media participated in the Rochester Post Bulletin Job Fair held at Rochester Community and Technical College.

### Exhibit 3

Date of Each Full-Time Hire

Referral Sources for Interviewees for Each Vacancy

Total Interviewees for Each Vacancy



#### General Information:

RS Referring Hiree: <u>Indeed</u>

2. Station: ALL

Recruitment Source (RS):	No. of Interview	vees Referred by RS for this \	/acancy:
• Employee Refer	ral		
<ul> <li>Workforce Cent</li> </ul>	er/MN Job Bank		
<ul> <li>Indeed via Gree</li> </ul>	nhouse	49	
Glassdoor via Gr	reenhouse	1	
<ul> <li>Linkedin via Gre</li> </ul>	enhouse	3	
Monster Jobs vis	a Greenhouse		
Total Number of Interviewees	for this vacancy:	53	

1. Job Title: Assistant Business Manager

3. Date Position Filled: 02/05/2018



#### General Information:

1. Job Title: Account Executive

3. Date Position Filled: 02/26/2018

2. Station: ALL

RS Referring Hiree: <u>Employee Referral</u>

Recruitment Source (RS):	No. of Interviev	wees Referred by RS for this Vaca	ancy
Employee Reference	ral	_1	
Workforce Center	er/MN Job Bank		
<ul> <li>Indeed via Green</li> </ul>	nhouse	<u>3</u>	
<ul> <li>Glassdoor via Gr</li> </ul>	eenhouse		
Linkedin via Gre	enhouse		
<ul> <li>Monster Jobs via</li> </ul>	Greenhouse	1	
Total Number of Interviewees f	or this vacancy:	<u> 7</u>	



General Information:

RS Referring Hiree: Employee Referral

1.	Job Title: <b>Account Executive</b>		
2.	Station: <b>ALL</b>		
3.	Date Position Filled: 03/05/2018		
Recruitment	Source (RS): No. of Inter	viewees Referred by RS for this Vaca	ncy:
•	Employee Referral	1	
•	Workforce Center/MN Job Bank		
•	Indeed via Greenhouse	6	
•	Glassdoor via Greenhouse		
•	Linkedin via Greenhouse		
•	Monster Jobs via Greenhouse	<del></del>	
Total Numbe	r of Interviewees for this vacancy:	<u>7</u>	



General	Inform	ation:
OCHCI a		ation.

RS Referring Hiree: Linkedin

1. Job Title: Account Executive

	Station: ALL	1/16/2019	
3.	Date Position Filled: <b>0</b> 4	1/16/2018	
Recruitment S	Source (RS):	No. of Interviewees F	Referred by RS for this Vacancy:
•	Employee Referral		
•	Workforce Center/MN	Job Bank	
•	Indeed via Greenhouse	2	5
•	Glassdoor via Greenho	use	
•	Linkedin via Greenhous	se	_ 1
•	Monster Jobs via Green	nhouse	
Total Number	of Interviewees for this	vacancy:	6



1 John Titley Assessment For	
1. Job Title: <b>Account Ex</b>	ecutive
2. Station: <b>ALL</b>	
<ol><li>Date Position Filled:</li></ol>	04/17/2018
Recruitment Source (RS):	No. of Interviewees Referred by RS for this Vacancy:
<ul> <li>Employee Referral</li> </ul>	

Employee Referral
Workforce Center/MN Job Bank
Indeed via Greenhouse
Glassdoor via Greenhouse
Linkedin via Greenhouse
Monster Jobs via Greenhouse

Total Number of Interviewees for this vacancy:

RS Referring Hiree: <u>Linkedin</u>

General Information:



1.	Job Title: Account Executive
2.	Station: <b>ALL</b>

General Information:

3. Date Position Filled: 09/04/2018

Recruitment Source (RS):	No. of Interviewee	es Referred by RS for	this Vacancy:
<ul> <li>Employee Referra</li> <li>Workforce Center</li> <li>Indeed via Green</li> <li>Glassdoor via Green</li> <li>Linkedin via Green</li> <li>Monster Jobs via</li> </ul>	r/MN Job Bank house enhouse nhouse		
Total Number of Interviewees fo	or this vacancy:	_1_	
RS Referring Hiree: <u>Linkedin</u>			



1.	Job Title: Account Exe	ecutive
2.	Station: ALL	
3.	Date Position Filled: 0	09/19/2018
Recruitment S	Source (RS):	No. of Interviewees Referred by RS for this Vacancy:
•	Employee Referral Workforce Center/MI	 N Job Bank

1\_\_\_

RS Referring Hiree: <u>Linkedin</u>

Total Number of Interviewees for this vacancy:

Indeed via GreenhouseGlassdoor via Greenhouse

• Linkedin via Greenhouse

• Monster Jobs via Greenhouse

General Information:



General	Intorm	ation
OCHCIAI	111101111	ation.

1. Job Title: Account Executive

2.	Station: <b>ALL</b>	
3.	Date Position Filled: 11/30/	2018
Recruitment S	Source (RS): No. o	f Interviewees Referred by RS for this Vacancy:
•	Employee Referral	1
•	Workforce Center/MN Job E	Bank
•	Indeed via Greenhouse	
•	Glassdoor via Greenhouse	
•	Linkedin via Greenhouse	
•	Monster Jobs via Greenhous	se

RS Referring Hiree: <u>Employee Referral</u>

Total Number of Interviewees for this vacancy:



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1. Job Title: Account Executive

2. Station: ALL

3.	. Date Position Filled:	12/3/2018	
Recruitment	Source (RS):	No. of Interviewees F	Referred by RS for this Vacancy:
•	Employee Referral		
•	Non-Employee Refe	rral	_1
•	All Access		
•	Indeed via Greenhou	ıse	3
•	Glassdoor via Green	house	
•	Linkedin via Greenho	ouse	
•	Monster Jobs via Gre	eenhouse	
Total Numbe	er of Interviewees for t	his vacancy:	_4
RS Referring	Hiree: Non-Employee	Referral	



General	Intorm	ation:
OCHCI a	111101111	ation.

1. Job Title: Account Executive

RS Referring Hiree: Employee Referral

2.	Station: ALL	
3.	Date Position Filled: 12	2/28/2018
Recruitment	Source (RS):	No. of Interviewees Referred by RS for this Vacancy:
•	Employee Referral	_1_
•	Community Partner Re	eferral
•	All Access	
•	Indeed via Greenhous	
•	Glassdoor via Greenho	use
•	Linkedin via Greenhou	se
•	Monster Jobs via Gree	nhouse
Tatal Numba	r of Intorviousous for this	1 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1



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1. Job Title: Account Executive

2. Station: ALL

RS Referring Hiree: Employee Referral

3.	Date Position Filled: <b>05/03</b>	/2019
Recruitment	Source (RS): No. 0	of Interviewees Referred by RS for this Vacancy:
•	Employee Referral	_ 1
•	Community Partner Referr	al
•	All Access	
•	Indeed via Greenhouse	
•	Glassdoor via Greenhouse	
•	Linkedin via Greenhouse	
•	Monster Jobs via Greenho	use
Total Numbe	r of Interviewees for this vac	ancy: <u>1</u>



General	Intorm	ation:
OCHCI a	111101111	ation.

1. Job Title: On Air Talent

3. Date Position Filled: 06/03/2019

2. Station: ALL

RS Referring Hiree: All Access

Recruit	tment Source (RS):	No. of Intervi	ewees Referred by RS f	or this Vacancy:
	Employee Referr	ral		
	<ul> <li>Non-Employee R</li> </ul>	Referral	_ 1	
	<ul> <li>All Access</li> </ul>		_3	
	<ul> <li>Indeed via Greer</li> </ul>	nhouse	_1_	
	Glassdoor via Gr	eenhouse		
	Linkedin via Gree	enhouse		
	<ul> <li>Monster Jobs via</li> </ul>	Greenhouse		



General	Intorm	ation:
OCHCI a	111101111	ation.

1. Job Title: Account Executive

2. Station: ALL

3.	Date Position Fille	d: <b>08/07/2019</b>		
Recruitment S	Source (RS):	No. of Intervie	ewees Referred by RS for this Vacan	ıcy:
•	Employee Referra Community Partn All Access Job Fairs Indeed via Green Glassdoor via Gre Linkedin via Green	er Referral nouse enhouse nhouse		
•	Monster Jobs via	Jieeiiiouse	<del></del>	

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RS Referring Hiree: Employee Referral

Total Number of Interviewees for this vacancy:

### Exhibit 4

Documentation of Recruitment for Vacancies













#### James J Berry Jr

Leader, Mentor, Teacher, Talent Developer, and Brand Builder at Townsquare Media.

Followers

2.216

+ Follow



#### James J Berry Jr • 2nd

Leader, Mentor, Teacher, Talent Developer, and Brand Builder at Townsquare M...

We're on the search for a someone to lead our Rochester Business Department!

Position: Business Manager

Submit Your Resume: https://lnkd.in/ezUQ-Wt

#### BACKGROUND:

Townsquare Media Group is a diversified media, entertainment, and digital marketing services company that owns and operates radio, digital, and live event properties. The Company specializes in creating and distributing original entertainment, music, and lifestyle content. Our assets include 312 radio stations and over 325 local companion websites in 66 small to mid-sized markets, a national portfolio of music and entertainment digital properties reaching over 50 million US unique visitors monthly, including Taste of Country, Diffuser fm, Ultimate Classic Rock, Loudwire, The FW, GuySpeed, ScreenCrush and PopCrush, and approximately 600 live music and non-music events annually, including the Taste of Country Music Festival, Mountain Jam, and Country Jam. Funds managed by Oaktree Capital Management are the Company's largest equity holder.



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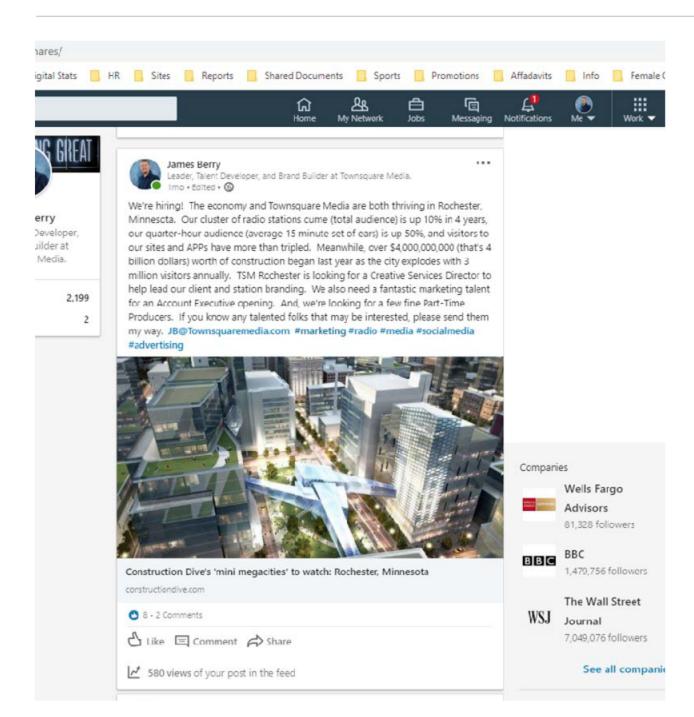
Be the first to react

Accounting Assistant (Assistant Business Manager) - Rochester Accounting Assistant (Assistant Business Manager) - Rochester

Accounting Assistant (Assistant Business Manager) - Rochester

Sourcing strategy Source Application Date 01/15/2018 Third-party boards Responded to an ad on Indeed Third-party boards Responded to an ad on Indeed 09/18/2017 Third-party boards Responded to an ad on Indeed 01/06/2018 Third-party boards Responded to an ad on Indeed 10/30/2017 Third-party boards Responded to an ad on Indeed 06/23/2017 10/23/2017 Third-party boards Responded to an ad on Indeed Applied through your website's jobs page 09/06/2017 Company marketing 10/19/2017 Responded to an ad on Indeed Third-party boards Third-party boards Responded to an ad on Indeed 10/17/2017 Responded to an ad on Indeed 10/13/2017 Third-party boards Responded to an ad on Indeed 10/01/2017 Third-party boards Responded to an ad on Indeed 09/15/2017 Third-party boards Company marketing 09/14/2017 Applied through your website's jobs page Third-party boards Responded to an ad on Indeed 09/13/2017 Third-party boards Responded to an ad on Indeed 09/12/2017 Company marketing Applied through your website's 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Responded to an ad on Indeed 06/30/2017 Company marketing 06/28/2017

Last Name	First Name	Applied For	Sourcing strategy	Source	Application Date
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/30/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/24/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/27/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/21/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/19/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/20/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/20/2017
		Accounting Assistant (Assistant Business Manager) - Rochester	Third-party boards	Responded to an ad on Indeed	06/20/2017



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Last Name	First Name	Applied For	Sourcing strategy	Source	Application Date
		Media and Digital Sales Executive- Rochester, MN	Third-party boards	Responded to an ad on Indeed	01/29/2018
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied hrough your website's jobs page	11/28/2017
		Media and Digital Sales Executive- Rochester, MN	Third-party boards	Responded to an ad on Indeed	11/22/2017
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied hrough your website's jobs page	09/19/2017
		Media and Digital Sales Executive- Rochester, MN	Third-party boards	Responded to an ad on Indeed	11/13/2017
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Market Outreach	02/28/2018
		Media and Digital Sales Executive- Rochester, MN	Other	Employee Referral	02/28/2018
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Market Outreach	02/16/2018
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied through your website's jobs page	09/26/2017
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied through your website's jobs page	02/08/2018
		Media and Digital Sales Executive- Rochester, MN	Third-party boards	Responded to an ad on Glassdoor	02/01/2018
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied through your website's jobs page	12/15/2017
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied through your website's jobs page	11/26/2017
		Media and Digital Sales Executive- Rochester, MN	Company marketing	Applied through your website's jobs page	09/27/2017
		Media and Digital Sales Executive- Rochester, MN	Third-party boards	Responded to an ad on Glassdoor	11/06/2017

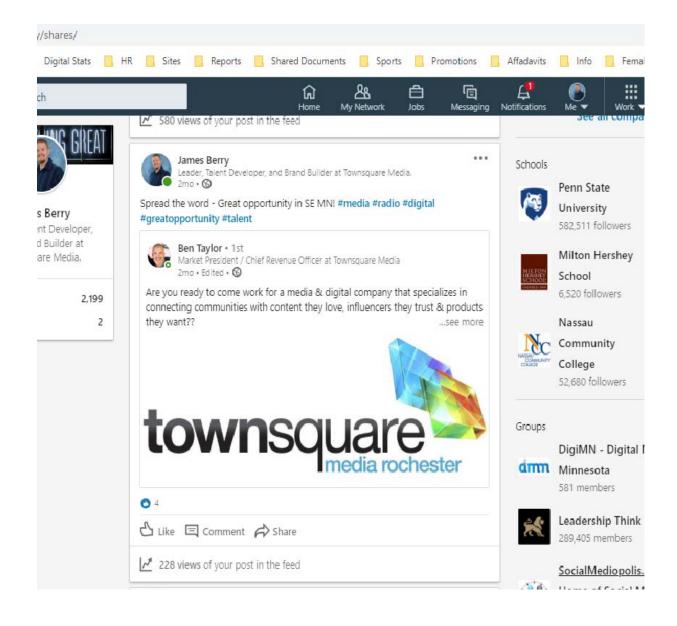
Media and Digital Sales Executive - Third-party boards Media and Digital Sales Executive - Third-party boards Media and Digital Sales Executive - Company marketing Media and Digital Sales Executive - Company marketing Media and Digital Sales Executive - Company marketing Media and Digital Sales Executive - Third-party boards	14/03/2018 13/09/2018 12/23/2018 12/18/2018
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Last Name First Name Applied For Sourcing strategy Responded to an ad on Indeed O4/12/2018

Last Name	Applied For Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester	Third-party boards Third-party boards Third-party boards Company marke ing	Source Responded to an ad on Indeed Applied through your website's jobs page Responded to an ad on Indeed Responded to an ad on Indeed Responded to an ad on Indeed Applied through your website's jobs page Market Outreach	09/13/2018 08/25/2018 08/22/2018 08/21/2018
	Media and Digital Sales Executive - Rochester	Company marke ing	Market Outreach	09/17/2018

Last Name First Name Applied For Sourcing strategy Source Application Date NEW HIRE REQUEST - Media and Digital Sales Executive - Rochester Company marketing Previous Employee 09/17/2018

Last Name First Name Applied For Sourcing strategy Source Application Date Media Account Executive - Rochester, MN Company marketing Previous Employee 11/28/2018



From: The Post-Bulletin < <a href="mail@thejobnetwork.info">email@thejobnetwork.info</a>>

Date: April 20, 2019 at 5:52:18 AM CDT
To: <a href="mailto:@townsquaremedia.com">@townsquaremedia.com</a>
Subject: Your Job Posting Has Been Approved

Reply-To: %%ReplyToName%% @thejobnetwork.info>

Multi-Media Account Executive has been posted.

View this email in your web browser



# Your Job Has Been Posted!





#### Congratulations!

Your job posting for Multi-Media Account Executive is now live and accessible online to job seekers. We found 44 candidate(s) in our database that match your job requirements. You can view all candidates directly within your employer account.

If applicants apply via our system, you will also be notified via email each time a new candidate applies to your job. To login to your account, use the following information:

# Best regards, The Post-Bulletin

This email has been sent to

@townsquaremedia.com. To

unsubscribe from future emails, please click

here.

This email was sent by: The Post-Bulletin

18 First Ave. S.E., Rochester, Minnesota, 55903, United States

Last Name First Name Applied For

Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester

Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester Media and Digital Sales Executive - Rochester

Sourcing strategy Company marketing Third-party boards Third-party boards Third-party boards Third-party boards Third-party boards Third-party boards Company marketing Third-party boards Third-party boards Third-party boards Third-party boards Third-party boards Company marketing Third-party boards Company marketing Third-party boards Third-party boards Third-party boards Company marketing Company marketing Company marketing Third-party boards Company marketing Third-party boards Third-party boards Company marketing Third-party boards

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Last Name First Name Applied For Sourcing strategy Source Application Date NEW HIRE REQUEST - Media and Digital Sales Executive - Rochester Company marketing Market Outreach 12/20/2018

Last Name First Name Applied For

Media Account Executive - Rochester, MN Media	Indeed
Media Account Executive - Rochester, MN Third-party boards Responded to an ad on Ir Media Account Executive - Rochester, MN Third-party boards Responded to an ad on Ir Media Account Executive - Rochester, MN Third-party boards Responded to an ad on Ir	Indeed

Application Date

04/22/2020

04/18/2019

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04/23/2019

04/20/2019

04/18/2019 07/16/2019



### Multi-Media Country Talent Needed in Rochester



1 post - Page 1 of 1

## Multi-Media Country Talent Needed in Rochester

by t\_dunken » Tue Feb 26, 2019 9:51 am

Townsquare Media in Rochester, MN is searching for our next social influencer. We need a superstar that can produce great content on-air, online, and on social media. Is that you?

Learn more and apply here:

http://www.townsquaremedia.com/careers/ ... d=1495667

Some quick facts about Rochester:

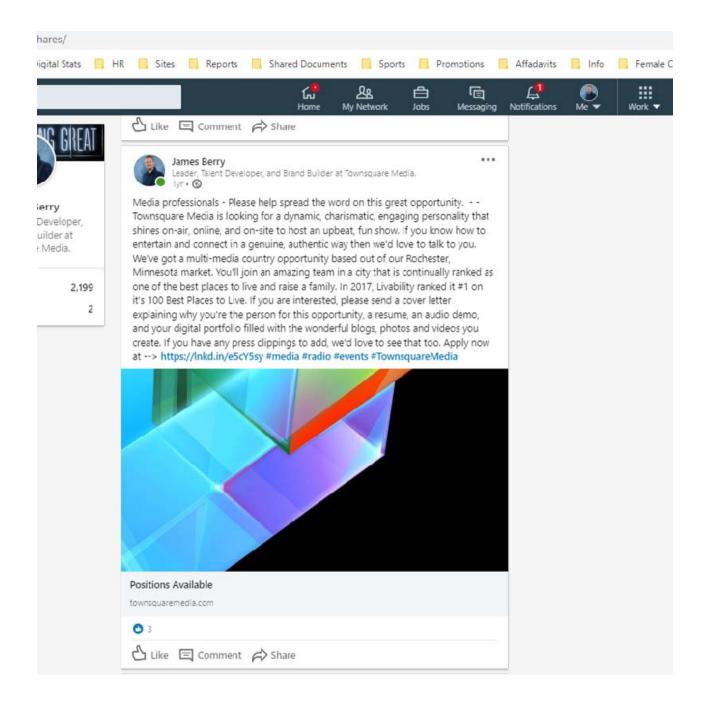
- The city had long been a fixture on Money magazine's "Best Places to Live" index.
- Rochester ranked second in Quality of Life by American City Business Journal.
- Rochester ranked sixth in Kiplinger's Personal Finance magazine's 10 Best Cities for the Next Decade.
- Golf Digest and Golf for Women both ranked Rochester as the fifth best golf market in the midwest in 2006.
- Rochester was ranked the 5th best city to retire in by the Milken Institute.
- Rochester is home to world famous Mayo Clinic which employees 35k and attracts over 2 million visitors annually.

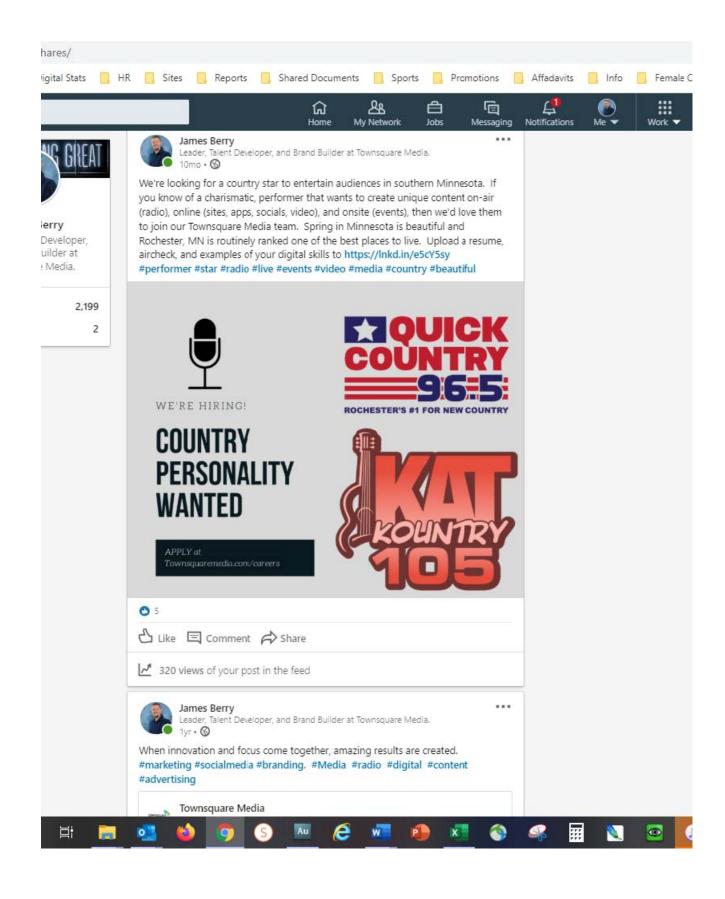
Applicants must be social media savvy, regularly contribute content to the station's website and YouTube channel, and the successful candidate must be able to connect and engage with the station's target audience by keeping up with relevant trends and pop culture.

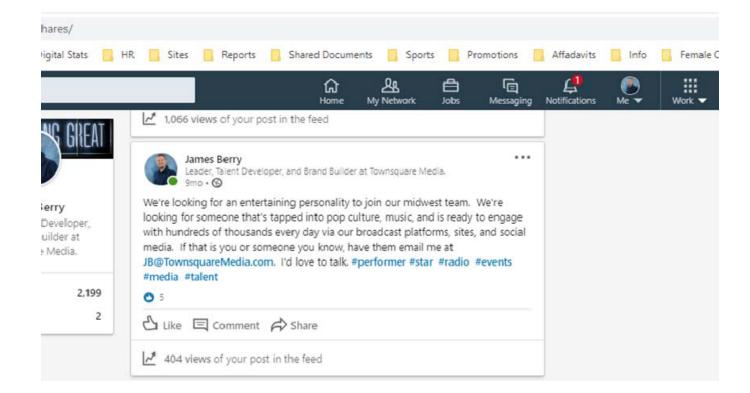
TOWNSQUARE MEDIA BROADCASTING, LLC MAINTAINS A DRUG-FREE WORKPLACE AND IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER. APPLICANTS MUST BE ELIGIBLE TO WORK IN THE U.S.

#### t\_dunken

Posts: 9 Joined: Sat May 22, 2010 9:11 am Contact: 💬







Last Name First Name

Applied For Sourcing strategy Source Application Date On-Air Talent - Rochester Third-party boards Responded to an ad on Indeed 01/16/2019 01/16/2019 On-Air Talent - Rochester Third-party boards Responded to an ad on Indeed On-Air Talent - Rochester Company marketing Applied through your website's jobs page 06/12/2019 On-Air Talent - Rochester Company marketing Applied through your website's jobs page 04/05/2019 On-Air Talent - Rochester Third-party boards Responded to an ad on Indeed 07/18/2019 Third-party boards On-Air Talent - Rochester Responded to an ad on Indeed 01/18/2019 On-Air Talent - Rochester Third-party boards Responded to an ad on Indeed 01/17/2019 On-Air Talent - Rochester Company marketing Applied through your website's jobs page 03/22/2019 Third-party boards Responded to an ad on Indeed On-Air Talent - Rochester 02/15/2019 On-Air Talent - Rochester Third-party boards Responded to an ad on Indeed 03/31/2019 On-Air Talent - Rochester Third-party boards Responded to an ad on Indeed 02/19/2019 Third-party boards On-Air Talent - 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Applied For	Sourcing strategy	Source	Application Date
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	04/22/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	04/17/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	04/04/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	04/05/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/22/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	03/17/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	03/21/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	03/20/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	03/31/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	03/17/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/15/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/18/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/21/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/24/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/13/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	03/04/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/11/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/18/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	01/25/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/15/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	01/23/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/28/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/28/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/31/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/02/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	01/30/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/07/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/09/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	02/09/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/16/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/17/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/20/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/22/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/17/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/15/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/15/2019
On-Air Talent - Rochester	Third-party boards	Responded to an ad on Indeed	01/16/2019
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	
On-Air Talent - Rochester	Company marketing	Applied through your website's jobs page	01/17/2019

# Exhibit 5

Documentation of Recruitment Initiatives

Thu 5/31/2018 11:58 AM

#### Important: Mandatory Harassment Prevention and Diversity Training Launch



#### Market Presidents:

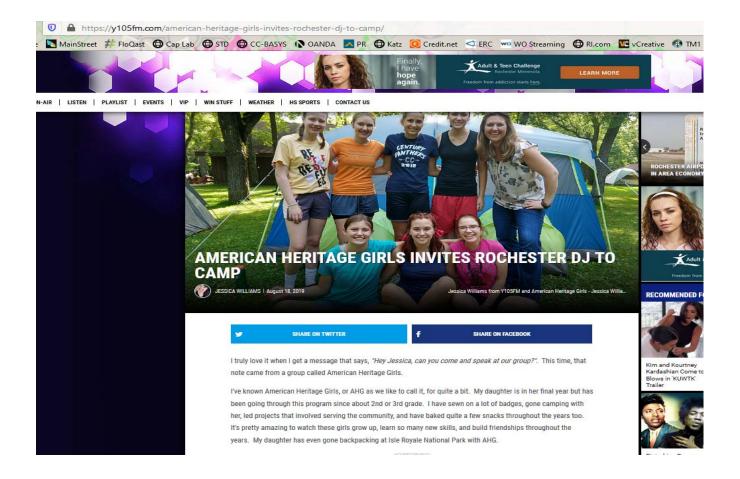
In the next 24 hours, Townsquare will be launching represented Prevention and Diversity Training through a cloud-based learning platform, Thinkets, Managers and employees will be receiving an email shortly from Human Resources announcing the training, followed by an automated missage from any interceive three mass.

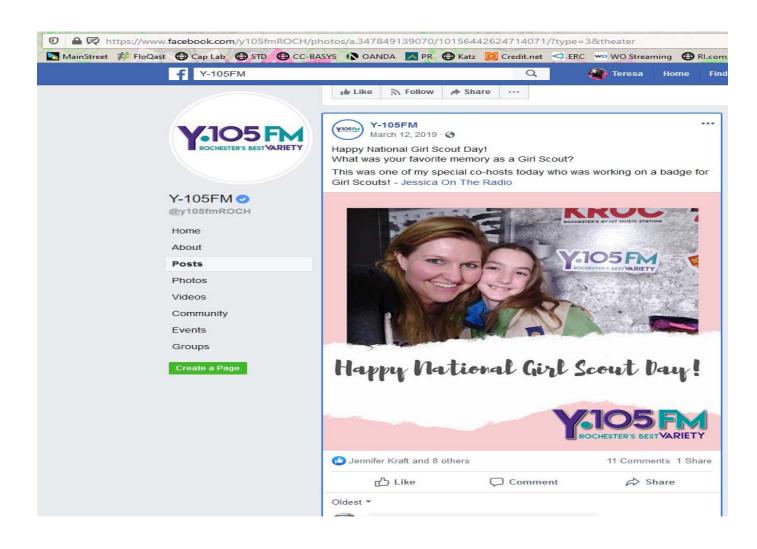
Benchmarkshoe accomment to access the training portul. These messages, as well as the course tract assignments, will go to employee's "work" email address on the in Exponention. All brand new tries that have been approved in Exponential so of May 30" will receive the emails.

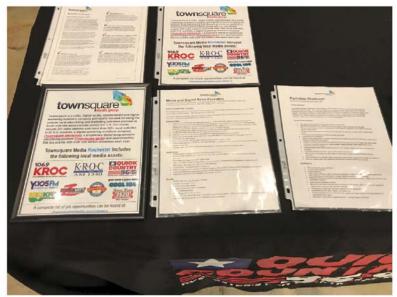
Since taking the two online tourses will be mandatory - oil managers and employees across the company will be required to watch the videos - we will be relying on a point of contact in each market/office location to collect a certificate of course completion from every employee to be placed in the employee will be responsible for downloading their own training certificate when they have finished taking their courses, to be completed by mid-uly.

Corporate Benefits & Welness Manager Townsquare Media, Inc. Direct Phone: <u>Btownsquaremedia.com</u>













Tues., April 23 - 10 a.m. - 2 p.m. RCTC Sports Center Come prepared with your resume! Some businesses will be conducting interviews on site.

**Interested in being a vendor?** Click here for the contract!

In the market for a new career? Click here for jobs!

https://www.postbulletin.com/careerfair/

## 2019 Job & Career Fair Vendors

7-up Bottling Company **Ability Building Center (ABC) Adara Home Health** Aerotek Arsvs Augustana Care **Benchmark Benchmark Electronics Boys & Girls Club of Rochester Bridgestone Retail Operations Bright Horizon Caravel Autism Health** Cardinal of MN Carl Bolander & Sons **Center City Housing Corp Charter House College Nannies Comfort Health Con-tech Manufacturing** Crenlo Croell, INC. Curtis 1000

Department of Labor Domaille Engineering Ellingson Companies

Eureka Kids Fastenal Company **Federal Bureau of Prisons** 

Fernbrook

First Student

**First Transit** 

Geotek

**GreenGuard Construction** 

Halcon

Handi Van of Rochester

**Hiawatha Homes** 

Homestead

Hy-Vee

**International Quality Homecare** 

**K&G Manufacturing** 

Kemps

**Madonna Living** 

Maier Tree & Lawn

Mains'l

**Manpower Temporary** 

**Mayo Clinic** 

McDonalds

**Mcneilus Steel** 

Meridian Behavioral Health

**Merit Contracting** 

Minnesota Dept of Corrections - Faribault

**Minnesota Reading Corps** 

MN Army National Guard

**MN Dept of Transportation** 

**Orangetheory Fitness** 

**Ornua Ingredients North** 

**Pace International** 

**People Ready** 

Possabilities

Primerica

**Quality Pork Processors** 

Riverbend

**Rochester East Health Services** 

**Rochester Sand and Gravel** 

Samaritan Bethany

**Spectrum** 

State of MN Dept. of Human Services

**Target North** 

**Townsquare Media** 

**Treasure Island Resort & Casino** 

**United States Postal Service** 

Workforce Development Inc. MaxAbility Taskforce

**Zumbro Valley Health Center** 

Individuals who need a reasonable accommodation to participate in this event, please contact

Mary at (507) 923-2828 or TTY 711

