

12-1-10 thru 11-30-11

List of All Full-Time Job Vacancies Filled by Each Station in the Employment Unit

Job Title		Referral Used	Referred Hiree:
WDAY AM & TV			
1)	Radio Sales Rep	1-10, 22	# 21
2)	Pgm Assistant/Sales	1-10, 11-12, 17-19	# 1
3)	TV Account Exec	1-10, 11-12, 21	# 21
4)	Weekend Spts Anchor	1-8, 11-18, 20, 21	# 2
5)	Radio Sales	1-13, 17-19	# 5
6)	Master Control Operator	1-12, 17,19, 22	# 11
7)	Weekend Anchor/Rptr	1-10, 11-13, 15-19	# 1
8)	TV News Repoorter	1-12, 15, 21	# 15
9)	Office Clerk	1-11, 30	# 30
11)	Radio Sales Rep	1-8,11-18, 21	# 5
12)	5pm News Anchor/Rptr	1-18, 20, 21	# 21

	RS Information	Source entitled to Vacancy Notice Yes/No	Number of referrals made
1	Internal Posting – WDAY(AM), WDAY-TV Susan Eider, Contact (701) 237-6500 PO Box 2466 Fargo, ND 58108	N	3
2	Internal Posting – WDAZ-TV Grand Forks Jodi Mishler, Office Manager (701) 775-2511 PO Box 12639 Grand Forks, ND 58201	N	1
3	Internal Posting – WDAZ-TV Devils Lake Renee Chmiel (701) 662-8188 PO Box 775 Devils Lake, ND 58107	N	
4	Internal Posting-KBMY-TV Tony Krukenberg (701) 355-9104 1811 N 15th Street Bismarck, ND 58501	N	
5	Forum Communications Company Wesite/Jobs HQ Kate Freimanis, Contact (701) 241-5550 PO Box 2020 Fargo, ND 58107	N	8
6	Internal Corporate e-mail listing Kate Freimanis, Contact (701) 241-5550 PO Box 2020 Fargo, ND 58107	N	1

7	Sitting Bull College Judy Desjarlis, Dir. Placement Services (701) 854-3861 1341 92nd St. Fort Yates, ND 58538	N	
8	United Tribal Technical College Melvin White Eagle (701) 255-3285 3315 University Dr. Bismarck, ND 58504	N	
9	Minot State University https://www.minotstateu.edu/careers 500 University Avenue West Minot, ND 58707 1-800-777-0750 Career Services	Y	
10	Brown College/Amber Luckie (651) 905-3400 1440 Northland Drive Mendota Heights, MN 55120	Y	
11	<i>The Forum</i> (daily newspaper) jobs@jobshq.com (701) 241-5500 PO Box 2020 Fargo, ND 58107	N	4
12	<i>The Grand Forks Herald</i> (daily newspaper) recruitment@gherald.com (701) 780-1100 375 Second Ave. N. Grand Forks, ND 58201	N	
13	NAB Job Bank/Careerpage.org 1771 N Street, NW Washington, DC (202) 429-5424	N	
14	National Television Academy Web-site: www.emmyonline.org Job Bank listing by membership (212) 586-8241 111 West 57th St. Suite 600 New York, NY 10019	N	
15	Broadcast Employment Services/TV Jobs.com Web-site: www.tvjobs.com Job listing by registration, contact (760) 754-8117 PO Box 4116 Oceanside, CA 92052	N	3
16	Medialine Web-site: www.medialine.com Customer Support listings, Contact 800-237-8073 PO Box 51909 Pacific Grove, CA 93950	N	1
17	MN State University at Moorhead www.myinterfase.com/moorhead/employer (218) 477-2131 1104 7th Avenue S. Moorhead, MN 56560	N	
18	University of North Dakota/School of Communications <u>Chairman, Journalism Dept./</u> scomm@und.nodak.edu (701) 777-2011 Bary Brode University of North Dakota Grand Forks, ND 58201	N	
19	Duluth News Tribune/Classified Ads Sandi.sdobrava@duluthnews.com (218) 723-5281	N	

	424 W. First Street Duluth, MN 55802		
20	Bismarck Tribune Kathy.White@Bismarcktribune.com 1-800-472-2273 707 E. Front Ave. Bismarck, ND 59501	N	
21	Word of mouth referral	N	8
22	ND St. College of Sceince/Career Services www.ndsc.edu/careerservices 1-800-342-4325 800 8th St. No/Wahpeton, ND 58076	N	
23	Radio Ad/on-air/Program Director/WDAY AM 970 PO Box 2466 Fargo, ND 58108/(701)237-6500	N	
24	SDSU Job Fair/Journalism-Mass Comm Dept Yeager/Dr. Mary Arnold Dept. Head Brooksings, SD 57007-0596 (605) 688-4171	N	
25	Broadcast Engineering/Primedia Business Jennifer Shafer, Contact 800-896-9939 9800 Metcalf Ave. Overland Park, KS 66212	N	
26	Allaccess.com job post All Acess Inc/Radio & Music Industry Community 28955 Pacific Coast Highway Suite 210-5 Malibu, CA 90265	N	
27	Devils Lake Journal/Classified Ads classifieds@devilslakejournal.com 516 4th St. NE/Devils Lake, ND 58301 (701) 662-2127	N	
28	Jamestown Sun/Classified Ads classified@jamestownsun.com 121 3 St. NW/Jamestown, ND 58401 (701) 252-3120	N	
29	Minot Daily News/Classified Ads classified@minotdailynews.com 301 4th St./Minot, ND 58701 (701) 857-1900	N	
30	Fargo Job Service/Job Service of North Dakota (701) 239-7300 infojsfg@nd.gov 1350 32nd St. So/Fargo, ND 58103 800-247-0985	N	2

WDAY(AM), WDAY-TV, Fargo, North Dakota

III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Scholarship Program	Forum Communications Company's (licensee of WDAY and WDAY TV) has established an annual scholarship program offering college scholarships to children of employees. Up to ten (10) scholarships are awarded annually.
2	Internship Program 2	<p>WDAY is dedicated to helping prepare students for careers in electronic media through cooperative education programs with colleges and universities. Toward this end, Forum Communications Company has offered an on-going internship program in various broadcast departments. These departments include: news, sports, production and sales. The internships involve learning, observing and working within the assigned department for a full college/university semester. The internship total hours vary with the number of credits the learning institution offers for an internship. The following educational institutions were contacted about internships: Minnesota State University at Moorhead, North Dakota State University, Concordia College, Moorhead, MN, University of North Dakota. Two internships were offered in television news/sports. One internship ran from Jan-May, 19 weeks, 20 hours per week for a total of 380 hours. This internship was from Minnesota State University at Moorhead. The second internship in the news/sports department ran from Sept-Dec 15 (2011) for 17 weeks, 10-15 hours per week.. This internship was also from Minnesota State University at Moorhead.</p> <p>Job Shadowing involves one 8 hour day that area high school or college students shadow individuals in departments. WDAY had 4 job shadows in sales & marketing, 2 in creative services and 2 in television production.</p>
3	Training Program	WDAY has continually hired are college students for on the job training in television production. These individuals are trained at entry level positions and have the potential for full-time employment in production or other areas of the station. Examples include: moving into graphics, audio, technical directing, news/sports shooting, sales, etc. During the past year 2 individuals were trained for graphics, 3

		individuals for audio, one moved into management. WDAY TV and radio are committed to developing the skills of current staff, encouraging them to reach their potential within Forum Communications Company.
4	Job Fair and Career Day	WDAY attended the South Dakota State University Journalism Internships & Job Fair on January 21, 2011. Approximately 25 students attended and six (6) regional news organizations were in attendance. This Job Fair consists of a luncheon and SDSU journalism staff allowing students and staff to visit with new organizations in the area. WDAY was also involved at a Career Day in West Fargo, ND on May 19, 2011. This is an opportunity for students to inquire about careers in broadcasting and journalism.

Narrative Statement:

WDAY, licensee of Forum Communications Company, has made every effort to outreach during this year. For each full-time position the station has:

- A) Posted at all broadcast properties
- B) Posted on corporate website
- C) Listed on a job link associated with the website
- D) E-mailed to current employees
- E) Sent posting to Minot State University, Brown college and to the two Native American Colleges in the state – United Tribes Technical College and Sitting Bull College

WDAY normally places an ad in the regional daily newspapers, The Forum, The Grand Forks Herald and the Duluth News Tribune. Also, openings are sent to area universities and colleges, the National Association of Broadcasters website, Broadcast Employment Services (tvjobs.com) website and the Medialine website. If the opening necessitates a broader search, WDAY will advertise in trade magazines and specific websites.

WDAY feels its outreach effort has been and continues to be effective as we review the interviewed candidates and persons hired for full-time job opportunities.

