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Please reply to MELODIE A. VIRTUE
 mvirtue@gsblaw.com
 direct dial: (202) 298-2527

March 28, 2017

RECEIVED - FCC

Our File No. 21691-00108-61

VIA HAND DELIVERY

EEO Staff
 Attention: Lewis C. Pulley, Assistant Chief
 Policy Division, Media Bureau
 Federal Communications Commission
 445 12th Street, S.W.
 Washington, DC 20554

MAR 28 2017

STAMP & RETURN

Federal Communications Commission
 Bureau / Office

Re: KMED(AM), Medford, OR
 Facility ID # 14352
 Bicoastal Media Licenses VI, LLC
 EEO Audit Response

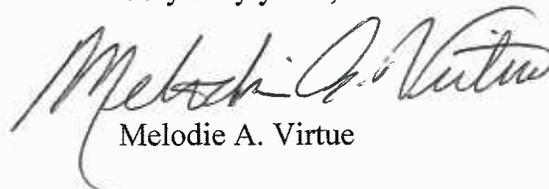
Dear Mr. Pulley:

On behalf of Bicoastal Media Licenses VI, LLC, licensee of Radio Station KMED(AM), Medford, Oregon, I transmit herewith its Response to the EEO Audit in connection with your letter of February 8, 2017, which requested information about KMED's EEO Program. Please note that the attached Response provides information on behalf of the below-listed stations within the same employment unit.

KIFS(FM), Ashland, OR, Facility ID 42657
 KLDZ(FM), Medford, OR, Facility ID 40983
 KMED(AM), Medford, OR, Facility ID 14352
 KRWQ(FM), Gold Hill, OR, Facility ID 27229
 KYVL(FM), Eagle Point, OR, Facility ID 60181

Kindly communicate any questions directly with this office.

Very truly yours,



Melodie A. Virtue

MAV:cjl
 Enclosure

Bicoastal Media Licenses II, LLC
1 Blackfield Drive # 333
Tiburon, California 94920

March 28, 2017

EEO Staff, Policy Division
Media Bureau
Federal Communications Commission
445 12th Street, S.W.
Washington, DC 20554

Atten: Lewis C. Pulley

Re: KMED(AM), Medford, OR
Facility ID No. 14352
EEO Audit Response

Dear Mr. Pulley:

Bicoastal Media Licenses VI, LLC (“Bicoastal VI”), licensee of AM broadcast station KMED, Medford, Oregon, responds to the letter dated February 8, 2017, from Lewis C. Pulley, Assistant Chief, Policy Division, Media Bureau. This response provides information relating to the licensee’s employment unit (the “Unit”), which includes KMED and the following stations:

KIFS(FM), Ashland, OR, Facility ID 42657
KLDZ(FM), Medford, OR, Facility ID 40983
KMED(AM), Medford, OR, Facility ID 14352
KRWQ(FM), Gold Hill, OR, Facility ID 27229
KYVL(FM), Eagle Point, OR, Facility ID 60181

The following are our responses to the questions in part 3 of the audit letter.

(a) Copies of the Unit’s two most recent EEO public file reports, described in Section 73.2080(c)(6). For any stations in the Unit that have websites, provide each web address. If the Unit’s most recent EEO public file report is not included on or linked to on each of these websites, indicate each station involved and provide an explanation of why the report is not so posted or linked, as required by Section 73.2080(c)(6). In accordance with Section 73.2080(c)(5)(vi), provide the date of each full-time hire listed in each report provided. If the unit does not have its own website, but its corporate site contains a link to a site pertaining to the unit, then the unit’s most recent EEO public file report must be linked to either the unit’s site or the general corporate site, pursuant to 47 C.F.R. § 2080(c)(6).

The report for 2015, attached as Exhibit 1, covers the period from September 21, 2014, to September 20, 2015. The 2016 Annual EEO Public File Report for the period from September 21, 2015, to September 20, 2016, is attached as Exhibit 2.

The most recent annual EEO Public File Report is linked on the following websites:

<u>CALLSIGN</u>	<u>DOMAIN</u>
KIFS	107Kiss.com
KLDZ	Kool1035.com
KMED	KMED.com
KRWQ	Q1003.com
KYVL	TheValley.FM

The Unit had eight full-time hires during the two years under review in the attached 2015 and 2016 Annual EEO Public File Reports:

<u>DATE OF HIRE</u>	<u>JOB TITLE</u>
10/1/14	Promotions Director
10/31/14	Account Executive
12/29/14	Promotions Director
1/5/15	Prog/Traffic/Promo Assistant (internal promotion from part-time)
1/12/15	Morning Show/PD
6/8/15	Production Director
8/19/15	Morning Show Host
11/2/15	Account Executive

(b) For each Unit full-time position filled during the period covered by the above EEO public file reports, or since your acquisition of the Station, if after that period, dated copies of all advertisements, bulletins, letters, faxes, e-mails, or other communications announcing the position, as described in Section 73.2080(c)(5)(iii). However, to reduce your burden of responding to this audit, if you have sent a job notice to multiple sources, you may send us only one copy of each such notice, along with a list of the sources to which you have sent the notice. In addition, indicate in your response whether you retain copies of all notices sent to all sources used, as required by Section 73.2080(c)(5)(iii). For on-air ads that aired multiple times, you may send us one log sheet indicating when the ad aired and tell us the other times it aired instead of providing multiple log sheets. Also, tell us whether you have retained all the log sheets for each time the ad aired. We may ask for them for verification, but you need not provide them at this time. Include, however, copies of all job announcements sent to any organization (identified separately from other sources) that has notified the Unit that it wants to be notified of Unit job openings, as described in Section 73.2080(c)(1)(ii).

Dated copies of documentation relating to recruitment for fulltime openings during the period under review are provided in the following exhibits:

<u>DATE OF HIRE</u>	<u>JOB TITLE – EXHIBIT #¹</u>
10/1/14	Promotions Director – Exhibit 3

¹ The employment ads sent to the Oregon Association of Broadcasters (“OAB”) are the same as were posted with Southern Oregon University and also sent to Bruce Burtner for posting on the Bicoastal Media websites and with Southern Oregon Help Wanted. Because the scripts are duplicative, the ad copy is attached just once in each of Exhibits 3 – 7 as part of the attachments to the OAB emails.

10/31/14	Account Executive – Exhibit 3
12/29/14	Promotions Director – Exhibit 4
1/5/15	Prog/Traffic/Promo Assistant (internal promotion)
1/12/15	Morning Show/PD – Exhibit 4
6/8/15	Production Director – Exhibits 4 & 5
8/19/15	Morning Show Host – Exhibit 6
11/2/15	Account Executive – Exhibit 7

The Unit retains copies of documentation of notices sent to sources except that documentation of the notices to Craigslist and AllAccess for the Account Executive position filled October 31, 2014 could not be located. The Unit does have a record that it interviewed 4 people for the opening referred by Craigslist (see next response).

The Unit did not announce openings on the air and thus does not retain log sheets.

No organization requested notices of job openings.

(c) In accordance with Section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all full-time Unit vacancies filled during the period covered by the above-noted EEO public file reports.

For each vacancy that was filled during the periods under review, the information that follows lists the total number of interviews, the sources that referred persons who were interviewed.

Dated of Hire	Position (Total Interviewed)	Referring Source	No. Interviewed
10/1/14	Promotions Director (4)	Self Employee Referral All Access Craigslist	1 1 1 1
10/31/14	Account Executive (5)	Craigslist Southern Oregon Help Wanted	4 1
12/29/14	Promotions Director (1)	Self	1
1/5/15	Prog/Traffic/Promo Assistant (1)	Internal (promotion from part-time)	1
1/12/15	Morning Show/PD (5)	Self Employee Referral All Access	2 1 2
6/8/15	Production Director (12)	Employee/Internal Employee Referral Mail Tribune/Linked In Southern Oregon Help Wanted All Access	1 4 1 2 4
8/19/15	Morning Show Host (5)	Oregon Assoc. of Broadcasters Station Website Personal Referrals	1 1 1

		Referred by another candidate	1
		Contacted by Management	1
11/2/15	Account Executive (6)	Employee Referral	2
		Craigslist	2
		Southern Oregon Help Wanted	2

(d) Documentation of Unit recruitment initiatives described in Section 73.2080(c)(2) during the periods covered by the above-noted EEO public file reports, such as participation at job fairs, mentoring programs, and training for staff. Specify the Unit personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the Unit and state whether the population of the market in which any station included in the Unit operates is 250,000 or more. Based upon these two factors, determine and state whether the Unit is required to perform two or four initiatives within a two-year period, pursuant to Sections 73.2080(c)(2) and (e)(3). If you have performed more than four initiatives, you may provide documentation for only four and summarize the rest instead of providing documentation for all of them. If we believe any of the initiatives you have documented are inadequate, we may ask for more information, but documentation for four is all we need at this time.

Total Number of Employees: 18

The stations in the Unit are licensed to communities located in Jackson County with a 2010 census population of 208,206.² Because the stations in the employment unit do not operate in a market with a population of 250,000 or more, the Unit is required to participate in two initiatives over a two-year period. Although more outreach was undertaken by the Unit, to reduce the burden of responding to this audit, documentation relating to only two initiatives is provided.

Attached as Exhibit 8 are documents relating to the following job fairs in which Unit management participated for both the 2015 and 2016 reporting periods.

DATES	JOB FAIRS	UNIT PERSONNEL INVOLVED
4/28/2015	Southern Oregon University Career & Internship Fair	Operations Manager and Promotions Director
4/25/2016	Southern Oregon University Career & Internship Fair	Operations Manager

Attached as Exhibit 9 are documents relating to the Unit's Internship program. Over the two year period under review, the Unit worked with five interns. The Market Manager also attended a seminar hosted by Southern Oregon University on how to use interns.

Attached as Exhibit 10 are documents describing tours the station hosted with Southern Oregon Aspire and Hearts with a Mission.

² The population figure was retrieved from <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>, last visited March 28, 2017.

In addition, the Unit actively engages its audience through Facebook as a means for promoting outreach generally. It also hosts live remotes at advertisers' locations and provides packets of information about the stations and careers in broadcasting. Additional documentation of these initiatives can be provided upon request.

(e) Disclose any pending or resolved complaints involving the Station filed during the Station's current license term before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the names of the complainant and other persons involved; (3) the date the complaint was filed; (4) the court or agency before which it is pending or by which it was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that all complaints must be reported, regardless of their status or disposition.

No complaints have been filed against any station in the Unit during their current license term. No such complaints are pending.

(f) In accordance with Section 73.2080(b), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program.

The Market Manager is responsible for implementation and administration of the stations' EEO policies at the local level. EEO training is on-going in the Market Manager's meetings with staff throughout the year. EEO policy implementation is reviewed annually by the licensee's President and Chief Operating Officer during the budget process and periodically throughout the year during his station visits with market management.

All printed advertisements for full-time employment include "Equal Opportunity Employer." The licensee's employment application states that it is an "Equal Opportunity Employer" and that it "considers applicants for all positions without regard to race, color, religion, sex, national origin, marital status, the presence of non-job related medical condition or handicap, or any other legally protected status." The Unit's Equal Employment Opportunity policy is posted internally on the Staff Bulletin Board for all employees to view.

The Unit's EEO policy is included in the Employee Handbook. All employees are required to acknowledge that they have read the Handbook and to sign a form that they have read and understood it.

(g) In accordance with Section 73.2080(c)(3), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.

Because the Unit is small, the Market Manager is aware of all recruitment efforts that occur for openings he oversee. He reviews the effectiveness of the recruitment program in conjunction with recruiting for vacancies and undertaking outreach initiatives. Under the supervision of the Market Manager, the Business Manager also reviews the effectiveness of the program during her preparation of the Annual EEO Public File Reports for the stations.

In addition, the Unit has its communications counsel review its Annual EEO Public File Report each year. Counsel provides suggestions for improvement to the recruitment program to the extent needed.

(h) In accordance with Section 73.2080(c)(4), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants.

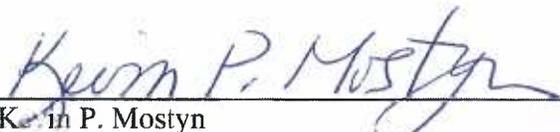
Senior management meets each year at budget time to analyze pay levels for each position within each department. During that time, senior management evaluates compensation and benefits to ensure all employees regardless of race, color, religion, national origin or sex have equal opportunities for and access to any pay increase, promotions or job openings at any business unit within the Company. It is Bicoastal Media's policy to make available to all Company employees any job opening within the Company. In addition to our outreach efforts, employees that are looking to advance and may be willing to relocate are made aware of job openings within the Company. Each year we compare employment statistics of the radio industry with our own to see how we measure up.

There are no union contracts or union employees within the Unit.

(i) If your entity is a religious broadcaster and any of its full-time employees are subject to a religious qualification as described in Section 73.2080(a) of the rules, so indicate in your response to this letter and provide data as applicable to the Unit's EEO program. For example, for full-time hires subject to a religious qualification, only a record of the hire listed by job title and date filled, the recruitment sources used for the opening, and the source of the hiree must be provided. No other records are required for those hires. If five or more full-time positions are not subject to a religious qualification, the licensee must maintain and provide all records for such hires and complete the initiatives required under Section 73.2080(c)(2). Otherwise, a religious broadcaster is not required to perform these initiatives.

The licensee is not a religious broadcaster.

The undersigned declares under penalty of perjury under the laws of the United States of America that the foregoing is true and correct based on information provided by the Market Manager and the Business Manager of the Unit.



Kevin P. Mostyn
Vice President & Chief Technology Officer

Exhibit 1

2015 Annual EEO Public File Report

2015 ANNUAL EEO PUBLIC FILE REPORT
Bicoastal Media Licenses VI, LLC
Rogue Valley Employment Unit

Stations: KIFS(FM), Ashland, OR
KLDZ(FM), Medford, OR
KMED(AM), Medford, OR
KRWQ(FM), Gold Hill, OR
KYVL(FM), Eagle Point, OR

Reporting Period: September 21, 2014 to September 20, 2015

No. of Full-time Employees: More than 10
Small Market Exemption: Yes

The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

INITIATIVES

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

*Participated in **job fairs** by station personnel who have substantial responsibility in making hiring decisions.*

April 28, 2015 - Southern Oregon University Career Fair 2015
The stations participated in Southern Oregon University's career networking fair. We sent personnel to represent all 5 stations and to talk with several hundred students who were expected to attend. The Operations Manager and the Promotions director attended this event. This event was held in the Rogue River Room in the Stevenson Union, where we set up a table and talked with attending students.

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.*

In 2015 we set up an Intern program with Cooperative Work Experience. We worked with a student in different areas' of radio administration during the Spring of 2015 for a total of 90 hours.

*Participated in **job banks, internet programs, and other programs** designed to promote outreach generally (i.e., that are not primarily directed to providing notification of*

The stations engage in outreach to their audience through Facebook.

Station websites invite people to fill out a form and take a tour of our studio's and learn what each member of our team does in our day to day

specific job vacancies).

*Participated in **other** activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.*

operation.

Throughout the year we do live broadcasts from advertisers' locations. During these remotes, our on-air personalities hand out packets about our stations and all the careers and their different roles within our business.

LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIRER
10/1/14	Promotions Director	Walk-In
10/31/14	Account Executive	Craigslist
12/29/14	Promotions Director	Walk-In
1/5/15	Prog/Traffic/Promo Assistant	Internal Candidate
1/12/14	Morning Show/PD	Referral (Bryan Washington at KUPL)
6/8/15	Production Director	Mail Tribune
8/19/15	Morning Show Host	Referral (Dave Jackson of JPR)

INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period: 33

Recruitment Sources Referring Interviewees during Reporting Period	Number of Persons Interviewed that the Source Referred
Mail Tribune	1
Bicoastal Media Websites	1
www.allaccess.com	7
Referral-word of mouth	9
Walk-in (Self)	5
Internal Candidate –existing employee applied	1
Southern Oregon Help Wanted	3
Oregon Association of Broadcasters	1
Craigslist	5

RECRUITING SOURCES USED

The following sources were used to recruit all full-time openings:

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Mail Tribune	N	PO Box 1108 Medford, OR 97504-4011	Stephen Winters	541-776-4466
Southern Oregon University	N	1250 Siskiyou Blvd Ashland, OR 97502-5004	Max Brooks	541-552-6461
Oregon Association of Broadcasters	N	9020 SW Washington Square Rd, Ste 140 Portland, OR 97223-8366	Shannon Johnson	503-443-2299
Station Websites	N	KRWQ-KZZE-KMED-KLDZ-KIFS (websites) 3624 Avion Medford, OR 97504	Bryce Burtner	541-772-4170
Bicoastal Media Websites	N	Corporate Parent	Bryce Burtner	541-772-4170
Southern Oregon Help Wanted.com	N	11 Abrams Rd Central Valley, NY 10917	Bryce Burtner Dale Mulder	541-772-4170
www.craigslist.com	N	Online		
www.allaccess.com	N	Online		

Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies.

GSB:7298828.2

Exhibit 2

2016 Annual EEO Public File Report

2016 ANNUAL EEO PUBLIC FILE REPORT
Bicoastal Media Licenses VI, LLC
Rogue Valley Employment Unit

Stations: KIFS(FM), Ashland, OR
KLDZ(FM), Medford, OR
KMED(AM), Medford, OR
KRWQ(FM), Gold Hill, OR
KYVL(FM), Eagle Point, OR

Reporting Period: September 21, 2015 to September 20, 2016

No. of Full-time Employees: More than 10
Small Market Exemption: Yes

The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

INITIATIVES

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

*Participated in **job fairs** by station personnel who have substantial responsibility in making hiring decisions.*

April 25, 2016 - Southern Oregon University Career Fair 2016
The stations participated in Southern Oregon University's career networking fair. We sent our Operations Manager to represent all 5 stations and to talk with several hundred students who were expected to attend this event. This event was held in the Rogue River Room in the Stevenson Union, where we set up a table and talked with attending students.

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.*

In 2015-2016 we set up an Intern program with Southern Oregon University, University of Oregon and Crater High School. We worked with 4 students in different areas of radio administration during the Fall of 2015 and the Spring of 2016.

January 21, 2016 Our Market Manager attended this one hour seminar, SOU Student Interns: How your Business Benefits at the RCC/SOU Higher Education Center. This seminar covered what projects and tasks interns can do for a business.

*Participated in **job banks, internet programs**, and other programs designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies).*

*Participated in **other** activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.*

The stations engage in outreach to their audience through Facebook.

Station websites invite people to fill out a form and take a tour of our studio's and learn what each member of our team does in our day to day operation. November 11, 2015 Our Operations Manager and two other on air personalities conducted a tour for fourteen students with Hearts with a Mission.

Throughout the year we do live broadcasts from advertisers' locations. During these remotes, our on-air personalities hand out packets about our stations and all the careers and their different roles within our business.

August 17, 2016, our Operations Manager gave a tour to clients and staff of Southern Oregon Aspire. He discussed various aspects of operating a radio station and education involved with on-air positions. Southern Oregon Aspire is a non-profit organization that provides residential and occupational support to those with intellectual and developmental disabilities.

LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
11/2/15	Account Executive	Craigslist

INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period: 6

Recruitment Sources Referring Interviewees during Reporting Period	Number of Persons Interviewed that the Source Referred
Mail Tribune	
Bicoastal Media Websites	
www.allaccess.com	
Referral-word of mouth	2
Walk-in (Self)	
Internal Candidate –existing employee applied	
Southern Oregon Help Wanted	2
Oregon Association of Broadcasters	
Craigslist	2

RECRUITING SOURCES USED

The following sources were used to recruit all full-time openings:

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Mail Tribune	N	PO Box 1108 Medford, OR 97504-4011	Stephen Winters	541-776-4466
Southern Oregon University	N	1250 Siskiyou Blvd Ashland, OR 97502-5004	Max Brooks	541-552-6461
Oregon Association of Broadcasters	N	9020 SW Washington Square Rd, Ste 140 Portland, OR 97223-8366	Shannon Johnson	503-443-2299
Station Websites	N	KRWQ-KZZE-KMED-KLDZ-KIFS (websites) 3624 Avion Medford, OR 97504	Bryce Burtner	541-772-4170
Bicoastal Media Websites	N	Corporate Parent	Bryce Burtner	541-772-4170
Southern Oregon Help Wanted.com	N	11 Abrams Rd Central Valley, NY 10917	Bryce Burtner Dale Mulder	541-772-4170
www.craigslist.com	N	medford.craigslist.org		

Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies.

Exhibit 3

10/1/14 Promotions Director
and
10/31/14 Account Executive

Recruitment Source Documentation

Mail Tribune newspaper

Southern Oregon University (SOU)

Oregon Association of Broadcasters (OAB)

Station and corporate websites (Bryce Burtner email confirmation)

Southern Oregon Help Wanted (Bryce Burtner email confirmation)

Craigslist (except AE)

AllAccess (except AE)

1 REMIT TO:
 SOUTHERN OREGON MEDIA GROUP
 DEPT LA 21598
 PASADENA, CA 91185-1598

ADVERTISING INVOICE

AMOUNT ENCLOSED



2 BILLED ACCOUNT
 BICOASTAL MEDIA
 3624 AVION DRIVE
 MEDFORD OR 97504

9 For your convenience we accept: Visa MasterCard AmEx Discover

Credit Card # _____ Exp. Date _____

Authorized Signature _____ Amt. \$ _____

3 INVOICE NO.	4 BILLING DATE	5 BILLING PERIOD
513166	9/28/14	09/01-09/28
6 TERMS OF PAYMT.	7 ACCOUNT TYPE	8 ADVERTISER #
NET/10	RETAIL	202071

PLEASE DETACH

PLEASE DETACH

YOUR SERVICE REPRESENTATIVE - RETAIL: OPEN 776-4422 CLASSIFIED: OPEN 776-4422
 PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

10 DATE	11 REFERENCE NO.	12 13 14 CHARGES/CREDITS AD DESCRIPTION/PUB. CODES	15 AD SIZE	16 BILLED UNITS	17 U O M RATE	18 CREDITS	AMOUNT
9/24	648258	BALANCE FORWARD: BICOASTAL MEDIA MT 1X 4.50 BEG: 9/20 END: 9/24 5X #773017 BICOASTAL MEDIA		4.50	I DO1L		.00 166.26
					ACCOUNT #	20-7140	
					APPROVAL	<i>[Signature]</i>	

MAIL TRIBUNE / ASHLAND DAILY TIDINGS / THE NICKEL • SOUTHERN OREGON MEDIA GROUP • PHONE: (541) 776-4355

19 AGING					20 TOTAL AMOUNT DUE
OVER 120	OVER 90	OVER 60	OVER 30	CURRENT	
.00	.00	.00	.00	166.26	166.26

PAY THIS AMOUNT

A SERVICE CHARGE OF 1½% PER MONTH IS APPLIED TO ALL PAST DUE BALANCES BEGINNING WITH THE NEXT BILLING DATE. \$25.00 CHARGE FOR RETURNED CHECKS.
 ALL ACCOUNTS ARE DUE AND PAYABLE 10 DAYS AFTER BILLING DATE.

Eding, Karen

From: Bates, Claudia [cbates@mailtribune.com]
Sent: Friday, September 19, 2014 12:49
To: Eding, Karen
Subject: Re: new ad
Attachments: Bicoastal Media - 9.20.14.doc

Karen,

Attached is the proof of your ad. The cost to run it for five days is \$166.26. If you want the ad to run starting, Sat/Sun/Mon, I will need approval by 3pm today.

Thank you,
Claudia

Claudia Bates
Southern Oregon Media Group
Mail Tribune * Daily Tidings* Nickel
Inside Sales Representative
cbates@mailtribune.com
Phone: 541-842-4963
Fax: 541-776-4390
PO Box 1108
111 N Fir Street
Medford, OR 97501

On Fri, Sep 19, 2014 at 11:37 AM, Eding, Karen <karening@bicoastalmedia.com> wrote:
Hi,

I would like to post this for 5 days, please send me rates. Thank you!

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
[541-494-4173](tel:541-494-4173)

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

09/19/2014

Bicoastal Media Medford has a position available for a Sales Executives and a full time Promotions Director for five radio stations. Send resume to 3624 Avion Drive, Medford, OR, 97504. Bicoastal Media is an equal opportunity employer.

Eding, Karen

From: brooksm@sou.edu
Sent: Wednesday, September 03, 2014 11:27
To: Eding, Karen
Subject: Post Your Jobs & Internships to SOU CareerLink!
Follow Up Flag: Follow up
Flag Status: Red

Good morning,

I am happy to report that SOU's new CareerLink system is online! As you know, CareerLink is a tool for posting all kinds of professional opportunities to SOU students and alumni - full and part time employment, on and off campus work, internships and jobs. With the new school year starting soon, we have lots of students looking for jobs and internships, so now is a great time to post opportunities at your organization!

To access your account for the first time in the new system:

1. Visit the new CareerLink page at <https://www.myinterfase.com/sou/employer/> to log in.
2. Click the "Forgot Your Password?" link.
3. Enter your email address as your username and click "Reset Password."
4. Retrieve your temporary password from the email that you receive from careerservices@sou.edu and click the login link in that email.
5. Enter your email address as your username and paste your temporary password into the password field
6. Follow the instructions to set a new password

There is an attached user guide to assist you once you are in the system. Please take some time to explore the site and its capabilities. If you have a question or a problem, you are welcome to email me at brooksm@sou.edu.

Thank you for your patience as we underwent this lengthy update. Begin posting positions soon so that you don't miss out on any of SOU's fantastic candidates!

Best,

Max Brooks
Career Preparation Coordinator
Southern Oregon University

[Attachments](#)

[Existing Employer User Guide](#)

09/19/2014

Eding, Karen

From: Shannon Johnson [shannon@theoab.org]
Sent: Friday, September 19, 2014 15:50
To: Eding, Karen
Subject: FW: job postings
Attachments: Promotions director.doc; SALESAD #1.doc

Posted 9/19/2014

Shannon Johnson

Administrative Assistant
Oregon Association of Broadcasters
9020 SW Washington Square Rd, Suite 140
Portland, OR 97223
(503) 443-2299
(800) 843-6221
(503) 443-2488 - Fax
www.theoab.org

From: Bill Johnstone [mailto:theoab@theoab.org]
Sent: Friday, September 19, 2014 11:56 AM
To: Shannon Johnson
Subject: job postings

From: Eding, Karen [mailto:kareneding@bicoastalmedia.com]
Sent: Friday, September 19, 2014 11:32 AM
To: theoab@theoab.org
Subject: job postings

Please post these. THANK YOU!

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

09/19/2014

Bicoastal Rogue Valley is searching for a highly organized, creative mind that can lead our Fun & Games Department for five market-leading radio stations. The successful candidate will be affluent in Word and Excel and possess strong graphic art ability utilizing either Photoshop or Illustrator. Can you develop and nurture ideas that build listenership while driving revenue? If you're a detail-oriented person who can develop a promotion or event from concept through completion while interacting with both clients and station listeners, we'd love to hear from you! On-air experience is a plus, but not necessary. Generous vacation and benefits package after approx 90-day probationary period. Send applicable materials to operations manager Don Hurley at donhurley@bicoastalmedia.com or to 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley is an Equal Opportunity Employer.

FULL TIME OUTSIDE SALES EXECUTIVE FOR FIVE RADIO STATIONS. HIGH SCHOOL DIPLOMA OR GED. ONE YEAR RELATED EXPERIENCE AND/OR TRAINING. SEND RESUME TO 3624 AVION DRIVE, MEDFORD, OR 97504
BICOASTAL MEDIA IS AN EQUAL OPPORTUNITY EMPLOYER.

Eding, Karen

From: Burtner, Bryce

Sent: Tuesday, September 23, 2014 14:14

To: Eding, Karen

Subject: RE: JOB POSTING

Posted on southernoregonhelpwanted.com and bicoastalmedia.com

Bryce

From: Eding, Karen

Sent: Friday, September 19, 2014 11:30 AM

To: Burtner, Bryce

Subject: JOB POSTING

please post this one for 2 weeks. Thank

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

09/23/2014

Eding, Karen

From: robot@craigslist.org
Sent: Friday, September 19, 2014 11:24
To: Eding, Karen
Subject: Marketing, Promotions, On-Air
starjacko@yahoo.com forwarded you this from craigslist:

Marketing, Promotions, On-Air

<http://medford.craigslist.org/mar/4675868124.html>

If you don't want to receive email-a-friend messages, please go to:

http://www.craigslist.org/cgi-bin/te/U2FsdGVkX18zMjA4NTMyMAOplG0KGzqqoVOTt_1550nl00a7ZmFrDIQVVCLykZUI

You have **123** unread Net News stories.

search by keyword ...

Home > All Forums > Job Market > Job Openings

Forums

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Marketing/Promotions & On-Air

Forum rules

You can only post the job opening once in any 24 hour period. Please print your job opening for EOE records. Job openings will remain visible for 14 days. Do not post in this forum if you are looking for work. Please, go to Situations Wanted to post your availability.

No voiceover, voicetracking, or other business plugs, please!

Search this topic... Search

1 post • Page 1 of 1

- Edit post
- Delete post
- Report this post

Marketing/Promotions & On-Air

by **jaxfax** » Mon Sep 22, 2014 5:43 am

Bicoastal Rogue Valley is seeking a highly organized individual to join our growing promotional and marketing efforts in Southern Oregon. Airshift is definitely a part of this full-time position. Experience is strongly preferred. Please send materials to OM Don Hurley donhurley@bicoastalmedia.com. No calls, please. Bicoastal Media is an EOE.
jaxfax

Posts: 23

Joined: Mon Oct 19, 2009 11:21 am

Private message

Top

1 post • Page 1 of 1

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[[account](#)]

[reply](#)

x [prohibited](#) ^[2]

Posted: 25 days ago

[◀ prev](#)



[next ▶](#)

Marketing, Promotions, On-Air (Medford)

Bicoastal Rogue Valley is seeking a highly organized individual to join our growing promotional and marketing efforts in Southern Oregon. Airshift is definitely a part of this full-time position. Experience is strongly preferred. Please send materials to OM Don Hurley. No calls, please. Bicoastal Media is an EOE.

compensation: **Based on experience**

- Principals only. Recruiters, please don't contact this job poster.
- do NOT contact us with unsolicited services or offers

post id: 4675868124

posted: 25 days ago

[email to friend](#)

♥ [best of](#) ^[2]

Exhibit 4

12/29/14 Promotions Director
and
1/12/15 Morning Show/PD

Recruitment Source Documentation

Mail Tribune newspaper

Southern Oregon University (SOU)

Oregon Association of Broadcasters (OAB)

Station and corporate websites (Bryce Burtner email confirmation)

Southern Oregon Help Wanted (Bryce Burtner email confirmation)

Craigslist

AllAccess

1 REMIT TO:
SOUTHERN OREGON MEDIA GROUP
DEPT LA 21598
PASADENA, CA 91185-1598

ADVERTISING INVOICE

AMOUNT ENCLOSED



2 BILLED ACCOUNT:
BICOASTAL MEDIA
3624 AVION DRIVE
MEDFORD OR 97504

9 For your convenience we accept: Visa MasterCard AmEx Discover

Credit Card # _____ Exp. Date _____

Authorized Signature _____ Amt. \$ _____

3 INVOICE NO	4 BILLING DATE	5 BILLING PERIOD
515800	12/28/14	12/01-12/28
6 TERMS OF PAYMT	7 ACCOUNT TYPE	8 ADVERTISER #
NET/10	RETAIL	202071

PLEASE DETACH

PLEASE DETACH

YOUR SERVICE REPRESENTATIVE - RETAIL: OPEN 776-4422 CLASSIFIED: OPEN 776-4422

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

10	11	12 13 14	15	16	17	18
DATE	REFERENCE NO	CHARGES/CREDITS AD DESCRIPTION/PUB. CODES	AD SIZE	BILLED UNITS	RATE	AMOUNT
12/09	654831	BALANCE FORWARD: WE HAVE OPENING MT 1X 5.50 BEG: 12/05 END: 12/09 5X #778067 BICOASTAL MEDIA		5.50	I D01L	191.83
ACCOUNT # <u>20-7140</u>						
APPROVAL <u>[Signature]</u>						

MAIL TRIBUNE / ASHLAND DAILY TIDINGS / THE NICKEL • SOUTHERN OREGON MEDIA GROUP • PHONE: (541) 776-4355

19 AGING					20
OVER 120	OVER 90	OVER 60	OVER 30	CURRENT	TOTAL AMOUNT DUE
.00	.00	.00	.00	191.83	191.83

PAY THIS AMOUNT

A SERVICE CHARGE OF 1½% PER MONTH IS APPLIED TO ALL PAST DUE BALANCES BEGINNING WITH THE NEXT BILLING DATE. \$25.00 CHARGE FOR RETURNED CHECKS. ALL ACCOUNTS ARE DUE AND PAYABLE 10 DAYS AFTER BILLING DATE.

Eding, Karen

From: Winters, Stephen <swinters@mailtribune.com>
Sent: Thursday, December 04, 2014 3:42 PM
To: Eding, Karen
Subject: Re: job posting

Hi Karen,

I've attached 2 different proofs below. One with the all-caps used in the attached document, one with slightly more varied font.

Either version would cost \$191.83 for five days in print, which I can begin tomorrow.

WE HAVE OPENINGS IN
THE FOLLOWING POSI-
TIONS: SALES EXECUTIVE,
PROMOTIONS DIRECTOR,
PROGRAMMING, & PRO-
DUCTION. SEND RESUME
TO 3624 AVION DRIVE,
MEDFORD, OR 97504. BI-
COASTAL MEDIA IS AN
EQUAL OPPORTUNITY EM-
PLOYER.

**We have openings in
the following positions:**
SALES EXECUTIVE,
PROMOTIONS DIRECTOR,
PROGRAMMING,
& PRODUCTION.
Send resume to 3624 Avion
Dr., Medford, OR 97504.
Bicoastal Media is an Equal
Opportunity Employer.

In addition, we have the opportunity available to include the above posting on Monster.com which would extend the geographic reach well beyond the valley, insuring a greater pool of qualified candidates for your message to reach.

This option would add \$79 to the total, but the ad would be featured on Monster.com for a full 30 days.

Thanks so much,

Stephen Winters
Inside Sales Team Leader
Southern Oregon Media Group
Mail Tribune - Daily Tidings - Nickel
P: 541-842-4960 Fax: 541-776-4390

On Thu, Dec 4, 2014 at 2:55 PM, Class, LMG <class@mailtribune.com> wrote:

----- Forwarded message -----

From: **Eding, Karen** <karening@bicoastalmedia.com>

Date: Thu, Dec 4, 2014 at 2:33 PM

Subject: job posting

To: "Class, LMG" <class@mailtribune.com>

Hi,

We would like to post this for 5 days, please send rates and start date for approval. Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

--

Thank you,

Southern Oregon Media Group
Classified Staff
541-776-4466

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

Eding, Karen

From: brooksm@sou.edu
Sent: Tuesday, December 09, 2014 4:24 PM
To: Eding, Karen
Subject: Your job has been approved!

December 9, 2014

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 324

Job Title: PROMOTIONS DIRECTOR

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: brooksm@sou.edu
Sent: Tuesday, December 09, 2014 4:24 PM
To: Eding, Karen
Subject: Your job has been approved!

December 9, 2014

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 323

Job Title: PRODUCTION DIRECTOR

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: brooksm@sou.edu
Sent: Tuesday, December 09, 2014 16:24
To: Eding, Karen
Subject: Your job has been approved!

December 9, 2014

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 322
Job Title: PROGRAM DIRECTOR & ON-AIR

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: Shannon Johnson [shannon@theoab.org]
Sent: Friday, December 05, 2014 09:49
To: Eding, Karen
Subject: RE: Employment Ads
Posted 12/5/2014

Shannon Johnson

Administrative Assistant
Oregon Association of Broadcasters
9020 SW Washington Square Rd, Suite 140
Portland, OR 97223
(503) 443-2299
(800) 843-6221
(503) 443-2488 - Fax
www.theoab.org

From: Eding, Karen [mailto:karening@bicoastalmedia.com]
Sent: Thursday, December 04, 2014 2:29 PM
To: Shannon Johnson
Subject: FW: Employment Ads

Hi Shannon,

We need to post the attached position and the three listed below. THANK YOU!!!!

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Hurley, Don
Sent: Monday, December 01, 2014 14:41
To: Eding, Karen
Cc: Ashenden, Bill
Subject: Employment Ads

Program Director & On-Air

Southern Oregon's premiere radio group is actively seeking a versatile, multi-formatic performer and programmer who can join an established heritage morning show and rise and shine BIG every morning for a company everyone across town would love to work at! This is not an entry-level position and your experience should demonstrate abilities in programming, music, production, and/or promotional experience. We work hard and play hard in a market that enjoys water sports, cycling, and golf on our typically 90 degree summer days a thriving live theater and arts scene at night and world-class skiing less than a half hour away. Knowledge of Adobe Audition, NexGen, certain Photoshop applications, as well as basic MS office applications preferred. Generous

12/05/2014

vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC is an equal opportunity employer .

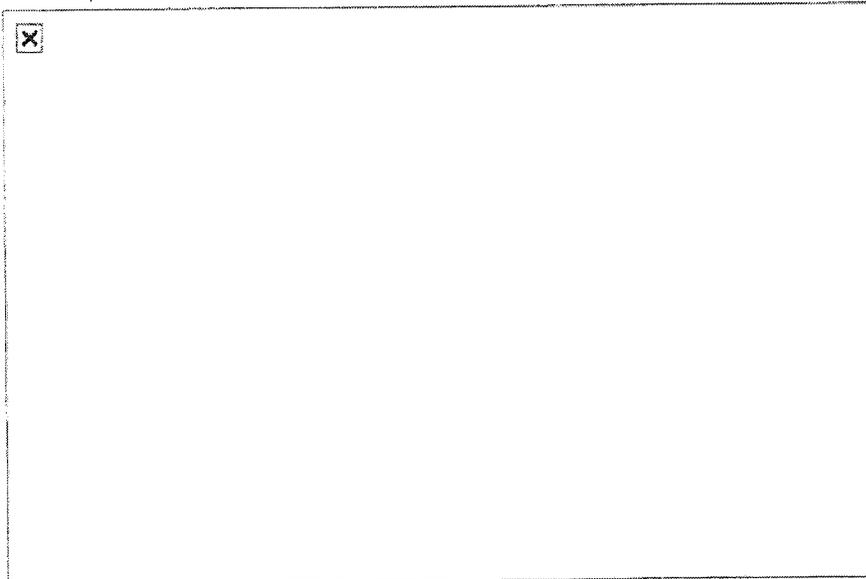
Production Director & On-Air

Bicoastal Rogue Valley, LLC is searching for a creative production director and multi-formatic air talent to round out our heritage team. The successful candidate will have on-air experience in country, classic rock, A/C, or rock formats and the ability to write and create commercials and imaging that makes an immediate impact with clients and listeners! Additional experience in programming, music, or promotions a plus. We work extensively with Adobe Audition... additional experience with NexGen, Microsoft Office applications, Photoshop, and video editing platforms are a major plus. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC is an equal opportunity employer .

Promotions Director

Bicoastal Rogue Valley is seeking a highly organized individual to join our growing promotional and marketing efforts in Southern Oregon. On-air experience is helpful, marketing and sales experience is strongly preferred. Please send materials to OM Don Hurley. No calls, please. Bicoastal Media is an equal opportunity employer.

Please see the attached screen shots from All Access and Craigslist.



Eding, Karen

From: Burtner, Bryce
Sent: Thursday, December 04, 2014 16:32
To: Hurley, Don; Eding, Karen; Ashenden, Bill
Subject: ADS POSTED

Just letting you know that ads have been posted on our 5 websites, the bicoastalmedia.com website, and southernoregonhelpwanted.com for the PROGRAM DIRECTOR, PROMOTIONS DIRECTOR, and PRODUCTION DIRECTOR.

Thanks,

Bryce

Bryce Burtner
IT Mgr./Web Content Mgr.- Medford, Eugene, Albany/Corvallis, Columbia River - OR,
Centralia, Longview - WA
Airstaff
Bicoastal Media Group - Medford, OR
3624 Avion Dr.
Medford, OR 97504 U.S.A.
541-494-4170
Twitter - @Q1003Bryce



Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

If you think you are too small to have an impact, try going to bed with a mosquito in the room!

12/05/2014

Eding, Karen

From: Hurley, Don
Sent: Monday, December 01, 2014 14:41
To: Eding, Karen
Cc: Ashenden, Bill
Subject: Employment Ads
Attachments: programmer 11-14 craigslist.jpg; production 11-14 all access 1.jpg; production 11-14 all access 2.jpg; production 11-14 craigslist.jpg; programmer 11-14 all access 1.jpg; programmer 11-14 all access 2.jpg

Program Director & On-Air

Southern Oregon's premiere radio group is actively seeking a versatile, multi-formatic performer and programmer who can join an established heritage morning show and rise and shine BIG every morning for a company everyone across town would love to work at! This is not an entry-level position and your experience should demonstrate abilities in programming, music, production, and/or promotional experience. We work hard and play hard in a market that enjoys water sports, cycling, and golf on our typically 90 degree summer days a thriving live theater and arts scene at night and world-class skiing less than a half hour away. Knowledge of Adobe Audition, NexGen, certain Photoshop applications, as well as basic MS office applications preferred. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC EOE.

Production Director & On-Air

Bicoastal Rogue Valley, LLC is searching for a creative production director and multi-formatic air talent to round out our heritage team. The successful candidate will have on-air experience in country, classic rock, A/C, or rock formats and the ability to write and create commercials and imaging that makes an immediate impact with clients and listeners! Additional experience in programming, music, or promotions a plus. We work extensively with Adobe Audition...additional experience with NexGen, Microsoft Office applications, Photoshop, and video editing platforms are a major plus. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC EOE.

Promotions Director

Bicoastal Rogue Valley is seeking a highly organized individual to join our growing promotional and marketing efforts in Southern Oregon. On-air experience is helpful, marketing and sales experience is strongly preferred. Please send materials to OM Don Hurley. No calls, please. Bicoastal Media is an EOE.

Please see the attached screen shots from All Access and Craigslist.

12/04/2014

reply

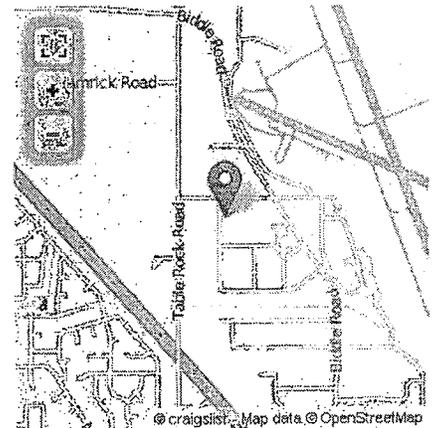
prohibited

Posted: [2 minutes ago](#)

★ Radio Morning Show & Programmer (Medford)

Southern Oregon's premiere radio group is actively seeking a versatile, multi-formatic performer and programmer who can join an established heritage morning show and rise and shine BIG every morning for a company everyone across town would love to work at! This is not an entry-level position and your experience should demonstrate abilities in programming, music, production, and/or promotional experience. We work hard and play hard in a market that enjoys water sports, cycling, and golf on our typically 90 degree summer days a thriving live theater and arts scene at night and world-class skiing less than a half hour away. Knowledge of Adobe Audition, NexGen, certain Photoshop applications, as well as basic MS office applications preferred. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. E-mail materials to OM Don Hurley or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC EOE.

- Principals only. Recruiters, please don't contact this job poster.
- do NOT contact us with unsolicited services or offers



3624 Avion Drive

([google map](#)) ([yahoo map](#))

compensation: **TBD with experience**

postId: 4785749965 posted: [2 minutes ago](#) updated: [seconds ago](#) [email to friend](#) [best of](#)

[reply](#)

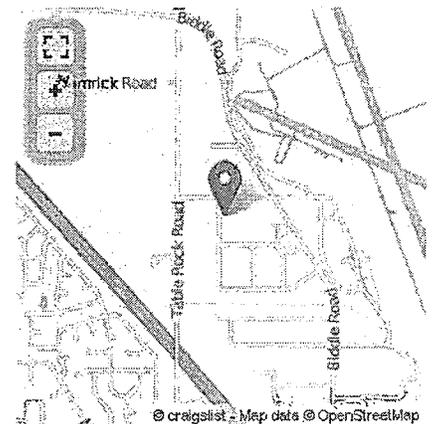
[prohibited](#)

Posted: [seconds ago](#)

★ Radio Production Director & On-Air (Medford)

Bicoastal Rogue Valley, LLC is searching for a creative production director and multi-formatic air talent to round out our heritage team. The successful candidate will have on-air experience in country, classic rock, A/C, or rock formats and the ability to write and create commercials and imaging that makes an immediate impact with clients and listeners! Additional experience in programming, music, or promotions a plus. We work extensively with Adobe Audition. . .additional experience with NexGen, Microsoft Office applications, Photoshop, and video editing platforms are a major plus. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley via e-mail or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC EOE.

- Principals only. Recruiters, please don't contact this job poster.
- do NOT contact us with unsolicited services or offers



3624 Avion Drive
([google map](#)) ([yahoo map](#))

compensation: TBD with experience

post id: 4785751542

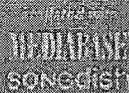
posted: [seconds ago](#)

[email to friend](#)

[best of](#)



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1 post • Page 1 of 1

Southern Oregon Group Seeks Production Director/Air Talent

By [jaxfax](#) » Mon Nov 17, 2014 9:59 am

Bicoastal Rogue Valley, LLC is searching for a creative production director and multi-formatic air talent to round out our heritage team. The successful candidate will have on-air experience in country, classic rock, A/C, or rock formats and the ability to write and create commercials and imaging that makes an immediate impact with clients and listeners! Additional experience in programming, music, or promotions a plus. We work extensively with Adobe Audition... additional experience with NexGen, Microsoft Office applications, Photoshop, and video editing platforms are a major plus. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. Bicoastal Rogue Valley, LLC EOE.

[jaxfax](#)

Posts: 27

Joined: Mon Oct 19, 2009 11:21 am

[POSTREPLY ↗](#)

1 post • Page 1 of 1

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The team • All times are UTC - 8 hours [DST]



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THE DAVE RAMSEY SHOW
NO. 1 CLASSIC
SONGDISH



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Santa Is Not Going To Bring You A New Opportunity, WE WILL!

Forum rules

You can only post the job opening once in any 24-hour period. Please print your job opening for EOE records. Job openings will remain visible for 14 days. Do not post in this forum if you are looking for work. Please, go to Situations Wanted to post your availability.

No voiceover, voicetracking, or other business plugs, please!

1 post • Page 1 of 1

Santa Is Not Going To Bring You A New Opportunity, WE WILL!

by [jaxfax](#) • Mon Dec 01, 2014 8:10 am

Bicoastal Rogue Valley, LLC is searching for a creative production director and multi-formatic air talent to round out our heritage team. The successful candidate will have on-air experience in country, classic rock, AC, or rock formats and the ability to write and create commercials and imaging that makes an immediate impact with clients and listeners! Additional experience in programming, music, or promotions a plus. We work extensively with Adobe Audition...additional experience with NexGen, Microsoft Office applications, Photoshop, and video editing platforms are a major plus. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. INTERVIEWS BEGIN IMMEDIATELY...PLEASE RUSH YOU MATERIALS ASAP! Bicoastal Rogue Valley, LLC EOE.

[jaxfax](#)

Posts: 27
Joined: Mon Oct 19, 2008 11:21 am

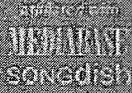
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POSTREPLY

Search this topic...

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Programming & Mornings in Southern Oregon

by jaxfax • Mon Dec 01, 2014 8:08 am

jaxfax

Posts: 27

Joined: Mon Oct 19, 2009 11:21 am

Looking for a fresh start in 2015? Southern Oregon's premiere radio group is actively seeking a versatile, multi-formatic performer and programmer who can join an established heritage morning show and rise and shine BIG every morning for a company everyone across town would love to work at! This is not an entry-level position and your experience should demonstrate abilities in programming, music, production, and/or promotional experience. We work hard and play hard in a market that enjoys water sports, cycling, and golf on our typically 90 degree summer days a thriving live theater and arts scene at night and world-class skiing less than a half hour away. Knowledge of Adobe Audition, NexGen, certain Photoshop applications, as well as basic MS office applications preferred. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. INTERVIEWS BEGIN THIS WEEK...PLEASE RUSH MATERIALS IMMEDIATELY. Bicoastal Rogue Valley, LLC EOE.

POSTREPLY

1 post • Page 1 of 1

Return to Job Openings

Jump to:

Job Openings

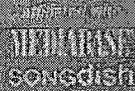
Go

Board Index

The team • All times are UTC - 8 hours [DST]



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1 post • Page 1 of 1

Programming & Mornings in Southern Oregon

by jaxfax » Mon Dec 01, 2014 8:08 am

jaxfax

Posts: 27

Joined: Mon Oct 19, 2009 11:21 am

Looking for a fresh start in 2015? Southern Oregon's premiere radio group is actively seeking a versatile, multi-formatic performer and programmer who can join an established heritage morning show and rise and shine BIG every morning for a company everyone across town would love to work at! This is not an entry-level position and your experience should demonstrate abilities in programming, music, production, and/or promotional experience. We work hard and play hard in a market that enjoys water sports, cycling, and golf on our typically 90 degree summer days a thriving live theater and arts scene at night and world-class skiing less than a half hour away. Knowledge of Adobe Audition, NexGen, certain Photoshop applications, as well as basic MS office applications preferred. Generous vacation and benefits package after approx 90-day probationary period. Interviews begin next week. Send materials to OM Don Hurley at donhurley@bicoastalmedia.com or if you'd prefer to take your chances with the USPS, send it 3624 Avion Drive, Medford, OR 97504. NO phone calls please. INTERVIEWS BEGIN THIS WEEK...PLEASE RUSH MATERIALS IMMEDIATELY. Bicoastal Rogue Valley, LLC EOE.

[POSTREPLY](#)

1 post • Page 1 of 1

[Return to Job Openings](#)

Jump to:

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The team • All times are UTC - 8 hours [DST]

Exhibits 5

6/8/15 Production Director

Recruitment Source Documentation

Mail Tribune newspaper

Southern Oregon University (SOU)

Oregon Association of Broadcasters (OAB)

Station and corporate websites (Bryce Burtner email confirmation) (see Exhibit 4)

Southern Oregon Help Wanted (Bryce Burtner email confirmation) (see Exhibit 4)

Craigslist

AllAccess (see Exhibit 4)

1 REMIT TO:
 SOUTHERN OREGON MEDIA GROUP
 DEPT LA 21598
 PASADENA, CA 91185-1598

ADVERTISING INVOICE

AMOUNT ENCLOSED



2 BILLED ACCOUNT
 BICOASTAL MEDIA
 3624 AVION DRIVE
 MEDFORD OR 97504

9 For your convenience we accept: Visa MasterCard AmEx Discover

Credit Card # _____ Exp. Date _____

Authorized Signature _____ Amt. \$ _____

3 INVOICE NO.	4 BILLING DATE	5 BILLING PERIOD
518133	3/29/15	03/02-03/29
6 TERMS OF PAYMT.	7 ACCOUNT TYPE	8 ADVERTISER #
NET/10	RETAIL	202071

PLEASE DETACH

PLEASE DETACH

YOUR SERVICE REPRESENTATIVE - RETAIL: OPEN 776-4422 CLASSIFIED: OPEN 776-4422

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

10 DATE	11 REFERENCE NO.	12 13 14 CHARGES/CREDITS AD DESCRIPTION/PUB. CODES	15 AD SIZE	16 BILLED UNITS	U O M	17 RATE	18 CREDITS	AMOUNT
3/17	661614	BALANCE FORWARD: FULL TIME POSIT MT X 4.00 BEG: 3/13 END: 3/17 SX #783451 BICOASTAL MEDIA		4.00	I	DO1L		119.83

ACCOUNT # 20-7140
 APPROVAL ✱

MAIL TRIBUNE / ASHLAND DAILY TIDINGS / THE NICKEL • SOUTHERN OREGON MEDIA GROUP • PHONE: (541) 776-4355

19 AGING					20 TOTAL AMOUNT DUE
OVER 120	OVER 90	OVER 60	OVER 30	CURRENT	
.00	.00	.00	.00	119.83	119.83

PAY THIS AMOUNT

A SERVICE CHARGE OF 1½% PER MONTH IS APPLIED TO ALL PAST DUE BALANCES BEGINNING WITH THE NEXT BILLING DATE. \$25.00 CHARGE FOR RETURNED CHECKS. ALL ACCOUNTS ARE DUE AND PAYABLE 10 DAYS AFTER BILLING DATE

Eding, Karen

From: Winters, Stephen [swinters@mailtribune.com]
Sent: Thursday, March 12, 2015 10:49
To: Eding, Karen
Subject: Re: advertising

Hi Karen,

I've attached a proof below for your review. The total cost to run 5 consecutive insertions would be \$119.83 at size.

FULL TIME POSITIONS AVAILABLE, OUTSIDE SALES & PROGRAMMING. SEND RESUME to medfordhr@bicoastalmedia.com BICOASTAL MEDIA IS AN EQUAL OPPORTUNITY EMPLOYER.
--

Thanks so much,

Stephen Winters
Inside Sales Team Leader
Southern Oregon Media Group
Mail Tribune - Daily Tidings - Nickel
P: 541-842-4960 Fax: 541-776-4390

On Thu, Mar 12, 2015 at 10:04 AM, Eding, Karen <kareneding@bicoastalmedia.com> wrote:
Hi Steven,

We would like to place this ad for 5 days straight. Can you send me the proof and the rate for final approval? Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

03/12/2015

Eding, Karen

From: careerservices@sou.edu
Sent: Saturday, April 11, 2015 1:29 AM
To: Eding, Karen
Subject: Your job is about to expire!

April 11, 2015

Dear BICOASTAL MEDIA:

The following job on our system will expire today:

Job ID: 612
Job Title: PROGRAMMING-ON AIR

If you wish to review or repost this job, click the link below to login:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: Shannon Johnson <shannon@theoab.org>
Sent: Thursday, March 12, 2015 1:50 PM
To: Eding, Karen
Subject: FW: Job postings
Attachments: SALESAD-GENERIC.doc; Programming-generic.doc

Posted 3/12/2015

Shannon Johnson

Administrative Assistant
Oregon Association of Broadcasters
9020 SW Washington Square Rd, Suite 140
Portland, OR 97223
(503) 443-2299
(800) 843-6221
(503) 443-2488 - Fax
www.theoab.org

From: Bill Johnstone [mailto:theoab@theoab.org]
Sent: Thursday, March 12, 2015 10:46 AM
To: Shannon Johnson
Subject: Job postings

From: Eding, Karen [mailto:kareneding@bicoastalmedia.com]
Sent: Thursday, March 12, 2015 10:42 AM
To: theoab@theoab.org
Subject: Job postings

Good Morning,

I would like to have these positions posted. Thank you!!!!

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

FULL TIME OUTSIDE ADVERTISING SALES FOR FIVE
BROADCASTING STATIONS. DUTIES INCLUDE CONTACTING
PROSPECTIVE CUSTOMERS TO SELL RADIO TIME, PREPARE
PROMOTIONAL PLANS, SALES LITERATURE, TIME RATES AND
SALES CONTRACTS. ATTEND SALES STAFF MEETING AND
TRAINING SESSIONS. SEND RESUME TO
medfordhr@bicoastalmedia.com or
3624 AVION DRIVE, MEDFORD, OR 97504
EQUAL OPPORTUNITY EMPLOYER

Are you able to wear more than one hat with production, music, and promotional experience? Are you adept in operating systems such as Audio Vault, NexGen, Scott Studios, or MediaTouch? Know your way around Selector, Music Master, Cool Edit, VoxPro, and other radio specific applications? Rush your resume, aircheck (.mp3 only), and cover letter medfordhr@bicoastalmedia.com. Bicoastal Media, LLC is an Equal Opportunity Employer.

Eding, Karen

From: craigslist - automated message, do not reply <robot@craigslist.org>
Sent: Thursday, March 12, 2015 12:31 PM
To: Eding, Karen
Subject: POST/EDIT/DELETE : "Programming-On Air" (tv/film/video/radio)

IMPORTANT - FURTHER ACTION IS REQUIRED TO COMPLETE YOUR REQUEST !!!

FOLLOW THE WEB ADDRESS BELOW TO:

- PUBLISH YOUR AD
- EDIT (OR CONFIRM AN EDIT TO) YOUR AD
- VERIFY YOUR EMAIL ADDRESS
- DELETE YOUR AD

If not clickable, please copy and paste the address to your browser:

THIS LINK IS A PASSWORD. DO NOT SHARE IT - anyone who has a copy of this link can edit or delete your posting.

https://post.craigslist.org/u/oniilu3I5BGS-nHQf7X8_A/7iqxp

PLEASE KEEP THIS EMAIL - you may need it to manage your posting!

Your posting will expire off the site 45 days after it was created.

Thanks for using craigslist!

Exhibit 6

8/19/15 Morning Show Host

Recruitment Source Documentation

Mail Tribune newspaper

Southern Oregon University (SOU)

Oregon Association of Broadcasters (OAB)

Station and corporate websites (Bryce Burtner email confirmation)

Southern Oregon Help Wanted (Bryce Burtner email confirmation)

Craigslist

AllAccess

Southern Oregon Media Group

111 North Fir Street
Medford, OR 97501

ADVERTISING INVOICE/STATEMENT 1/1

BILLING DATE	TERMS OF PAYMENT
08/02/2015	Standard Terms

Salesperson: AS400 Catch All

BILLED ACCOUNT
BICOASTAL MEDIA 3624 AVION DRIVE MEDFORD, OR 97504

BILLED ACCOUNT NO	PHONE
00000533	(541)494-4173
NAME OF AGENCY/CLIENT	
BICOASTAL MEDIA	

Trans #	Type	Start	Stop	Runs	Description	Amount	Balance
					Balance Forward	0.00	0.00
300014159	INV	07/17/2015	07/21/2015	10	FULL TIME POSITIONS	118.67	118.67

ACCOUNT # 20-7140
APPROVAL *[Signature]*

PERIOD 07: JUL 2015	AGING				TOTAL NET AMOUNT DUE
	PERIOD 06: JUN	PERIOD 05: MAY	PERIOD 04: APRIL	PERIOD 03: MAR	
\$ 118.67	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 118.67

PLEASE RETURN
THIS PORTION WITH
YOUR REMITTANCE

BILLED ACCOUNT NO.	BILLED ACCOUNT NAME	AMOUNT REMITTED
9900000533	BICOASTAL MEDIA	

REMIT TO
Southern Oregon Media Group Dept. LA 21598 Pasadena, CA 91185-1598
Phone: 541-776-4411 Fax: 541-776-4369

Payment in full is due upon receipt of the statement. A service charge on all balances over 30 days will be computed by a 'Periodic Rate' of 1-1/2% per month, which is an ANNUAL PERCENTAGE RATE OF 18%, this applies to the previous balance after deducting current payments and credits appearing on your statement.

Your account is current. Thank you for your business.

Remittance Advice

Eding, Karen

From: Winters, Stephen [swinters@mailtribune.com]
Sent: Thursday, July 16, 2015 10:03
To: Eding, Karen
Subject: Re: advertising

Hi Karen,

I can absolutely get this set up for you. The rate would be the same, and I can start it as early as tomorrow morning.

Thanks so much,

Stephen Winters
Inside Sales Team Leader
Southern Oregon Media Group
Mail Tribune - Daily Tidings - Nickel
P: 541-842-4960 Fax: 541-776-4390

On Thu, Jul 16, 2015 at 8:45 AM, Eding, Karen <kareneding@bicoastalmedia.com> wrote:
Hi Stephen,

We want to run this ad again for 5 days. Let me know the rate and when it can start. Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
[541-494-4173](tel:541-494-4173)

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Winters, Stephen [mailto:swinters@mailtribune.com]
Sent: Thursday, March 12, 2015 10:49
To: Eding, Karen
Subject: Re: advertising

Hi Karen,

I've attached a proof below for your review. The total cost to run 5 consecutive insertions would be \$119.83 at size.

FULL TIME POSITIONS AVAILABLE, OUTSIDE SALES & PROGRAMMING. SEND RESUME to medfordhr@bicoastalmedia.com BICOASTAL MEDIA IS AN EQUAL OPPORTUNITY EMPLOYER.
--

07/16/2015

Thanks so much,

Stephen Winters
Inside Sales Team Leader
Southern Oregon Media Group
Mail Tribune - Daily Tidings - Nickel
P: 541-842-4960 Fax: 541-776-4390

On Thu, Mar 12, 2015 at 10:04 AM, Eding, Karen <kareneding@bicoastalmedia.com> wrote:
Hi Steven,

We would like to place this ad for 5 days straight. Can you send me the proof and the rate for final approval? Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

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This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

07/16/2015

Eding, Karen

From: brooksm@sou.edu
Sent: Wednesday, July 22, 2015 1:54 PM
To: Eding, Karen
Subject: Your job has been approved!

July 22, 2015

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 1014
Job Title: PROGRAMMING-ON AIR

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: Shannon Johnson <shannon@theoab.org>
Sent: Thursday, July 16, 2015 3:51 PM
To: Eding, Karen
Subject: FW: Job postings
Attachments: SALESAD-GENERIC.doc; Programming-generic.doc

Posted 7/16/2015

Shannon Johnson

Administrative Assistant
Oregon Association of Broadcasters
9020 SW Washington Square Rd, Suite 140
Portland, OR 97223
(503) 443-2299
(800) 843-6221
(503) 443-2488 - Fax
www.theoab.org

From: Eding, Karen [mailto:kareneding@bicoastalmedia.com]
Sent: Thursday, July 16, 2015 8:50 AM
To: Shannon Johnson
Subject: FW: Job postings

Hi Shannon,

Can we get these posted again? Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Shannon Johnson [mailto:shannon@theoab.org]
Sent: Thursday, March 12, 2015 13:50
To: Eding, Karen
Subject: FW: Job postings

Posted 3/12/2015

Shannon Johnson

Administrative Assistant

Oregon Association of Broadcasters

9020 SW Washington Square Rd, Suite 140

Portland, OR 97223

(503) 443-2299

(800) 843-6221

(503) 443-2488 - Fax

www.theoab.org

From: Bill Johnstone [<mailto:theoab@theoab.org>]

Sent: Thursday, March 12, 2015 10:46 AM

To: Shannon Johnson

Subject: Job postings

From: Eding, Karen [<mailto:kareneding@bicoastalmedia.com>]

Sent: Thursday, March 12, 2015 10:42 AM

To: theoab@theoab.org

Subject: Job postings

Good Morning,

I would like to have these positions posted. Thank you!!!!

Karen Eding

Business Manager

Bicoastal Rogue Valley

3624 Avion Drive

Medford, OR 97504

541-494-4173

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FULL TIME OUTSIDE ADVERTISING SALES FOR FIVE
BROADCASTING STATIONS. DUTIES INCLUDE CONTACTING
PROSPECTIVE CUSTOMERS TO SELL RADIO TIME, PREPARE
PROMOTIONAL PLANS, SALES LITERATURE, TIME RATES AND
SALES CONTRACTS. ATTEND SALES STAFF MEETING AND
TRAINING SESSIONS. SEND RESUME TO
medfordhr@bicoastalmedia.com or
3624 AVION DRIVE, MEDFORD, OR 97504
EQUAL OPPORTUNITY EMPLOYER

Are you able to wear more than one hat with production, music, and promotional experience? Are you adept in operating systems such as Audio Vault, NexGen, Scott Studios, or MediaTouch? Know your way around Selector, Music Master, Cool Edit, VoxPro, and other radio specific applications? Rush your resume, aircheck (.mp3 only), and cover letter medfordhr@bicoastalmedia.com. Bicoastal Media, LLC is an Equal Opportunity Employer.

Eding, Karen

From: Burtner, Bryce
Sent: Thursday, July 16, 2015 11:01
To: Eding, Karen
Subject: RE: Job postings
Done on all 5 sites, as well as southernoregonhelpwanted.com

Bryce

Bryce Burtner
Bicoastal Media Group - Medford, OR
3624 Avion Dr.
Medford, OR 97504 USA
541-494-4177

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Eding, Karen
Sent: Thursday, July 16, 2015 8:52 AM
To: Burtner, Bryce
Subject: FW: Job postings

Can you post these on our sites and so helpwanted? Let me know when its posted. Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

07/16/2015

Eding, Karen

From: Hurley, Don
Sent: Wednesday, July 01, 2015 15:21
To: Ashenden, Bill; Eding, Karen
Subject: Ad Copy

After discussing it with Bill, we just something a little more generic. We'll still use the blind box address though. Let's try this...

With over 50 stations in Northern California, Oregon, and Southwest Washington, Bicoastal Media is looking for candidates with operations, programming, or music experience as well as the ability to create and execute promotions and features that attract and entertain adult listeners. Experience with NexGen and Adobe Audition Suites preferred. Video editing ability would be a major plus. Handsome benefit package (health insurance, vacation, 401K, etc.) available after an initial 90-day period. Please rush your materials to hr6@bicoastalmedia.com. Bicoastal Media is an EOE.

For the MT, we'll use our standard ad.



You have **97** unread Net News stories.

sea

[Home](#) > [All Forums](#) > [Job Market](#) > [Job Openings](#)

Forums

[Search](#) [Forum Rules](#) [FAQ](#)

[User Control Panel](#) (**0** new messages) • [View your posts](#)

Job Openings

Forum rules

You can only post the job opening once in any 24 hour period. Please print your job opening for EOE records openings will remain visible for 14 days. Do not post in this forum if you are looking for work. Please, go to S Wanted to post your availability.

No voiceover, voicetracking, or other business plugs, please!

Preview: Programming-On air

With over 50 stations in Northern California, Oregon, and Southwest Washington, Bicoastal Media is looking candidates with operations, programming, or music experience as well as the ability to create and execute p and features that attract and entertain adult listeners. Experience with NexGen and Adobe Audition Suites pr Video editing ability would be a major plus. Handsome benefit package (health insurance, vacation, 401K, et after an initial 90-day period. Please rush your materials to hr6@bicoastalmedia.com. Bicoastal Media is an Opportunity Employer.

Post a new topic

Eding, Karen

From: craigslist - automated message, do not reply <robot@craigslist.org>
Sent: Thursday, July 16, 2015 9:48 AM
To: Eding, Karen
Subject: POST/EDIT/DELETE: Programming-On Air (art/media/design)

IMPORTANT - FURTHER ACTION IS REQUIRED TO COMPLETE YOUR REQUEST !!!

FOLLOW THE WEB ADDRESS BELOW TO:

- PUBLISH YOUR AD
- EDIT (OR CONFIRM AN EDIT TO) YOUR AD
- VERIFY YOUR EMAIL ADDRESS
- DELETE YOUR AD

If not clickable, please copy and paste the address to your browser:

THIS LINK IS A PASSWORD. DO NOT SHARE IT - anyone who has a copy of this link can edit or delete your posting.

<https://post.craigslist.org/u/GggMaNkr5RGNUgQvZKBK6g/c6p3d>

PLEASE KEEP THIS EMAIL - you may need it to manage your posting!

Your posting will expire off the site 45 days after it was created.

Thanks for using craigslist!

medford craigslist > manage posting

log in to your account

(create account)

Your posting can be seen at <http://medford.craigslist.org/med/5125914290.html>.

Edit this Posting

You can make changes to the content of your post.

Update Images

Add or remove images attached to this posting

Edit Location

Change how this posting appears on a map.

Delete this Posting

This will remove your posting from active listing.

CL medford > jobs > media

Posted: seconds ago

Programming-On Air (Medford)

Are you able to wear more than one hat with production, music, and promotional experience? Are you adept in operating systems such as Audio Vault, NexGen, Scott Studio's, or MediaTouch? Know your way around Selector, Music Master, Cool Edit, VoxPro, and other radio specific applications? Rush us your resume, aircheck (mp3 only), and cover letter. Bicoastal Media, LLC is an Equal Opportunity Employer.

- Principals only. Recruiters, please don't contact this job poster.
- do NOT contact us with unsolicited services or offers

Exhibit 7

11/2/15 Account Executive

Recruitment Source Documentation

Mail Tribune newspaper

Southern Oregon University (SOU)

Oregon Association of Broadcasters (OAB)

Station and corporate websites (Bryce Burtner email confirmation)

Southern Oregon Help Wanted (Bryce Burtner email confirmation)

Craigslist

AllAccess

Southern Oregon Media Group
 111 North Fir Street
 Medford, OR 97501

ADVERTISING INVOICE/STATEMENT 1/1

BILLING DATE	TERMS OF PAYMENT
11/01/2015	Standard Terms

Salesperson: AS400 Catch All

BILLED ACCOUNT
BICOASTAL MEDIA 3624 AVION DRIVE MEDFORD, OR 97504

BILLED ACCOUNT NO.	PHONE
00000533	(541)494-4173
NAME OF AGENCY/CLIENT	
BICOASTAL MEDIA	

Trans #	Type	Start	Stop	Runs	Description	Amount	Balance
					Balance Forward	0.00	0.00
300031249	INV	10/22/2015	10/26/2015	10	FULL TIME POSITIONS	118.67	118.67

ACCOUNT # 20-7140

APPROVAL _____

PERIOD 10: OCT 2015	AGING				TOTAL NET AMOUNT DUE
	PERIOD 09: SEP	PERIOD 08: AUG	PERIOD 07: JUL	PERIOD 06: JUN	
\$ 118.67	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 118.67

PLEASE RETURN
 THIS PORTION WITH
 YOUR REMITTANCE

BILLED ACCOUNT NO.	BILLED ACCOUNT NAME	AMOUNT REMITTED
9900000533	BICOASTAL MEDIA	

REMIT TO
Southern Oregon Media Group Dept. LA 21598 Pasadena, CA 91185-1598
Phone: 541-776-4411 Fax: 541-776-4369

Payment in full is due upon receipt of the statement. A service charge on all balances over 30 days will be computed by a 'Periodic Rate' of 1-1/2% per month, which is an ANNUAL PERCENTAGE RATE OF 18%, this applies to the previous balance after deducting current payments and credits appearing on your statement.

Remittance Advice

Eding, Karen

From: swinters@mailtribune.com on behalf of Class, LMG <class@mailtribune.com>
Sent: Wednesday, October 21, 2015 2:34 PM
To: Eding, Karen
Subject: Re: FW: advertising

Hi Karen,

The price would be the same as the last run we did for 5 consecutive days. Total charge will be \$118.67.

Thanks so much

On Wed, Oct 21, 2015 at 2:32 PM, Eding, Karen <karening@bicoastalmedia.com> wrote:

That would be great. Can I get the price on this? Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
[541-494-4173](tel:541-494-4173)

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: swinters@mailtribune.com [mailto:swinters@mailtribune.com] On Behalf Of Class, LMG
Sent: Wednesday, October 21, 2015 2:30 PM
To: Eding, Karen <karening@bicoastalmedia.com>
Subject: Re: FW: advertising

Hi Karen,

I can start this ad as early as tomorrow morning. When would you like it to begin?

Thanks so much

On Wed, Oct 21, 2015 at 12:43 PM, Eding, Karen <karening@bicoastalmedia.com> wrote:

I would like to get this going.....

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
[541-494-4173](tel:541-494-4173)

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Eding, Karen
Sent: Friday, October 09, 2015 2:38 PM
To: 'Winters, Stephen' <swinters@mailtribune.com>
Subject: RE: advertising

Hi Stephen,

We would like to run this ad again. Let me know when it can start and what the rate would be. Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Winters, Stephen [<mailto:swinters@mailtribune.com>]
Sent: Thursday, July 16, 2015 10:03 AM
To: Eding, Karen <kareneding@bicoastalmedia.com>
Subject: Re: advertising

Hi Karen,

I can absolutely get this set up for you. The rate would be the same, and I can start it as early as tomorrow morning.

Thanks so much,

Stephen Winters
Inside Sales Team Leader
Southern Oregon Media Group
Mail Tribune - Daily Tidings - Nickel

P: 541-842-4960 Fax: 541-776-4390

On Thu, Jul 16, 2015 at 8:45 AM, Eding, Karen <kareneding@bicoastalmedia.com> wrote:

Hi Stephen,

We want to run this ad again for 5 days. Let me know the rate and when it can start. Thanks

Karen Eding

Business Manager

Bicoastal Rogue Valley

3624 Avion Drive

Medford, OR 97504

541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Winters, Stephen [mailto:swinters@mailtribune.com]

Sent: Thursday, March 12, 2015 10:49

To: Eding, Karen

Subject: Re: advertising

Hi Karen,

I've attached a proof below for your review. The total cost to run 5 consecutive insertions would be \$119.83 at size.

FULL TIME POSITIONS
AVAILABLE, OUTSIDE
SALES & PROGRAMMING.
SEND RESUME to
medfordhr@bicoastalmedia.com
BICOASTAL MEDIA IS AN
EQUAL OPPORTUNITY
EMPLOYER.

Thanks so much,

Stephen Winters

Inside Sales Team Leader

Southern Oregon Media Group

Mail Tribune - Daily Tidings - Nickel

P: 541-842-4960 Fax: 541-776-4390

On Thu, Mar 12, 2015 at 10:04 AM, Eding, Karen <kareneding@bicoastalmedia.com> wrote:

Hi Steven,

We would like to place this ad for 5 days straight. Can you send me the proof and the rate for final approval? Thanks

Karen Eding

Business Manager

Bicoastal Rogue Valley

3624 Avion Drive

Medford, OR 97504

541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

--

Thank you,

Southern Oregon Media Group

Classified Staff

541-776-4466

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

Thank you,

Southern Oregon Media Group
Classified Staff
541-776-4466

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

Eding, Karen

From: brooksm@sou.edu
Sent: Thursday, October 15, 2015 9:12 AM
To: Eding, Karen
Subject: Your job has been approved!

October 15, 2015

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 1320

Job Title: ACCOUNT EXECUTIVE

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: brooksm@sou.edu
Sent: Wednesday, July 22, 2015 1:54 PM
To: Eding, Karen
Subject: Your job has been approved!

July 22, 2015

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 1013

Job Title: ACCOUNT EXECUTIVE

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: careerservices@sou.edu
Sent: Saturday, April 11, 2015 1:29 AM
To: Eding, Karen
Subject: Your job is about to expire!

April 11, 2015

Dear BICOASTAL MEDIA:

The following job on our system will expire today:

Job ID: 611
Job Title: ACCOUNT EXECUTIVE

If you wish to review or repost this job, click the link below to login:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: brooksm@sou.edu
Sent: Monday, March 16, 2015 10:18
To: Eding, Karen
Subject: Your job has been approved!

March 16, 2015

Dear BICOASTAL MEDIA:

The following job you previously submitted to our office has been approved. It is now available for student viewing:

Job ID: 611
Job Title: ACCOUNT EXECUTIVE

You may click the link below and log into our system to review this job or to submit any changes:

<https://www.myinterfase.com/sou/employer>

Username: kareneding@bicoastalmedia.com

Note: If you don't remember your password please click on the Forgot your Password link on the login Page.

Thank you!

Max Brooks
Career Preparation Coordinator
SOU Office of Career Connections

Eding, Karen

From: Shannon Johnson <shannon@theoab.org>
Sent: Tuesday, October 13, 2015 2:50 PM
To: Eding, Karen
Subject: RE: Job postings

Posted 10/13/2015

Shannon Johnson

Administrative Assistant

Oregon Association of Broadcasters

9020 SW Washington Square Rd, Suite 140

Portland, OR 97223

(503) 443-2299

(800) 843-6221

(503) 443-2488 - Fax

www.theoab.org

From: Eding, Karen [mailto:karening@bicoastalmedia.com]
Sent: Friday, October 09, 2015 2:34 PM
To: Shannon Johnson
Subject: FW: Job postings

Hi Shannon,

Can we get these posted again? Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

Are you able to wear more than one hat with production, music, and promotional experience? Are you adept in operating systems such as Audio Vault, NexGen, Scott Studios, or MediaTouch? Know your way around Selector, Music Master, Cool Edit, VoxPro, and other radio specific applications? Rush your resume, aircheck (.mp3 only), and cover letter medfordhr@bicoastalmedia.com. Bicoastal Media, LLC is an Equal Opportunity Employer.

FULL TIME OUTSIDE ADVERTISING SALES FOR FIVE
BROADCASTING STATIONS. DUTIES INCLUDE CONTACTING
PROSPECTIVE CUSTOMERS TO SELL RADIO TIME, PREPARE
PROMOTIONAL PLANS, SALES LITERATURE, TIME RATES AND
SALES CONTRACTS. ATTEND SALES STAFF MEETING AND
TRAINING SESSIONS. SEND RESUME TO
medfordhr@bicoastalmedia.com or
3624 AVION DRIVE, MEDFORD, OR 97504
EQUAL OPPORTUNITY EMPLOYER

Eding, Karen

From: Burtner, Bryce
Sent: Monday, October 12, 2015 8:55 AM
To: Eding, Karen
Subject: RE: Job postings

Posted on all 5 stations, as well as southernoregonhelpwanted.com. I am going to have it posted on the bicoastalmedia.com site, and as soon as its done, I will let you know.

Bryce

Bryce Burtner
Bicoastal Media Group - Medford, OR
3624 Avion Dr.
Medford, OR 97504 USA
541-494-4177

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Eding, Karen
Sent: Friday, October 09, 2015 2:35 PM
To: Burtner, Bryce
Subject: FW: Job postings

Its time again. Let me know when you get them posted. Thanks

Karen Eding
Business Manager
Bicoastal Rogue Valley
3624 Avion Drive
Medford, OR 97504
541-494-4173

Bicoastal Rogue Valley LLC, a Bicoastal Media Company, does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted.

From: Eding, Karen
Sent: Thursday, July 16, 2015 8:51 AM
To: Burtner, Bryce <bryce@bicoastalmedia.com>
Subject: FW: Job postings

Can you post these on our sites and so helpwanted? Let me know when its posted. Thanks

Karen Eding
Business Manager

Eding, Karen

From: craigslist - automated message, do not reply <robot@craigslist.org>
Sent: Friday, October 09, 2015 3:07 PM
To: Eding, Karen
Subject: POST/EDIT/DELETE: Account Executive (sales)

IMPORTANT - FURTHER ACTION IS REQUIRED TO COMPLETE YOUR REQUEST !!!

FOLLOW THE WEB ADDRESS BELOW TO:

- PUBLISH YOUR AD
- EDIT (OR CONFIRM AN EDIT TO) YOUR AD
- VERIFY YOUR EMAIL ADDRESS
- DELETE YOUR AD

If not clickable, please copy and paste the address to your browser:

THIS LINK IS A PASSWORD. DO NOT SHARE IT - anyone who has a copy of this link can edit or delete your posting.

<https://post.craigslist.org/u/mit1AdJu5RGbUIWfjDJFZg/i6rcj>

PLEASE KEEP THIS EMAIL - you may need it to manage your posting!

Your posting will expire off the site 45 days after it was created.

Thanks for using craigslist!

Eding, Karen

From: craigslist - automated message, do not reply <robot@craigslist.org>
Sent: Thursday, July 16, 2015 9:39 AM
To: Eding, Karen
Subject: POST/EDIT/DELETE: Account Executive (sales)

IMPORTANT - FURTHER ACTION IS REQUIRED TO COMPLETE YOUR REQUEST !!!

FOLLOW THE WEB ADDRESS BELOW TO:

- PUBLISH YOUR AD
- EDIT (OR CONFIRM AN EDIT TO) YOUR AD
- VERIFY YOUR EMAIL ADDRESS
- DELETE YOUR AD

If not clickable, please copy and paste the address to your browser:

THIS LINK IS A PASSWORD. DO NOT SHARE IT - anyone who has a copy of this link can edit or delete your posting.

<https://post.craigslist.org/u/ToYcrNcr5RGA4Cp2NWqnRA/cdpqy>

PLEASE KEEP THIS EMAIL - you may need it to manage your posting!

Your posting will expire off the site 45 days after it was created.

Thanks for using craigslist!

Eding, Karen

From: craigslist - automated message, do not reply <robot@craigslist.org>
Sent: Thursday, March 12, 2015 12:25 PM
To: Eding, Karen
Subject: POST/EDIT/DELETE : "Account Executive" (sales)

IMPORTANT - FURTHER ACTION IS REQUIRED TO COMPLETE YOUR REQUEST !!!

FOLLOW THE WEB ADDRESS BELOW TO:

- PUBLISH YOUR AD
- EDIT (OR CONFIRM AN EDIT TO) YOUR AD
- VERIFY YOUR EMAIL ADDRESS
- DELETE YOUR AD

If not clickable, please copy and paste the address to your browser:

THIS LINK IS A PASSWORD. DO NOT SHARE IT - anyone who has a copy of this link can edit or delete your posting.

https://post.craigslist.org/u/WDmsROzI5BG4gzBSylD_TA/n9mdu

PLEASE KEEP THIS EMAIL - you may need it to manage your posting!

Your posting will expire off the site 45 days after it was created.

Thanks for using craigslist!

Exhibit 8

Outreach Initiatives

Job Fairs

Eding, Karen

From: brooksm@sou.edu
Sent: Wednesday, April 22, 2015 16:16
To: Eding, Karen
Subject: SOU Career & Internship Fair Info

Good afternoon,

Thank you for registering for the 2015 SOU Career and Internship Fair! I am excited for your upcoming visit to campus. As a reminder, the fair is on Tuesday, April 28 from 12:00-3:00 PM, and it will be hosted in the Rogue River Room and the Raised Lounge in the Stevenson Union. I have included a campus/parking map and a building map for your convenience.

When you arrive on campus, you will be able to park in Lot 36 on Mountain Avenue. You do not need a parking pass. Assistants will be available to point you in the right direction when you arrive.

On the morning of the 28th, you will be able to check in as early as 11:00 AM in the Stevenson Union. Lunch and refreshments will be available during registration and remain available throughout the fair.

You will have a nametag, table, table cloth, and chairs for all registered participants. Wireless internet access will be available. You are welcome to bring signs and materials to display at the fair. Please note that I can't guarantee the space or ability to accommodate particularly large displays, though I'll certainly do my best to meet your needs.

Please let me know via email (brooksm@sou.edu) if you have any special needs or requests. For example, do you need access to electricity at your table? Do you need to check-in early or late? I will do my best to meet your specific needs.

You can visit <http://www.sou.edu/careers/careerfair.html> for access to maps, information, and a list of other employers in attendance. If you need access to an invoice or receipt for the fair, please log into your CareerLink account by visiting <https://www.myinterfase.com/sou/employer>, clicking the Career Events tab, clicking Search, and then clicking View Registration.

Thank you again for your participation. I am looking forward to a very successful event!

Best,

Max Brooks
Career Preparation Coordinator

Attachments

SOU Map
Building Map

04/27/2015

DON
+
Kylee
went

Eding, Karen

From: brooksm@sou.edu
Sent: Tuesday, April 19, 2016 3:48 PM
To: Eding, Karen
Subject: SOU Career & Internship Fair Info

Good afternoon,

Thank you for registering for the 2016 SOU Career and Internship Fair! I am excited for your upcoming visit to campus. As a reminder, the fair is on Monday, April 25 from 11:30AM-2:30PM, and it will be hosted in the Rogue River Room, the Raised Lounge, and the Commuter Resource Center on the ground floor of the Stevenson Union. I have included a campus/parking map and a building map for your convenience.

When you arrive on campus, you will be able to park in Lot 36 on Mountain Avenue. You do not need a parking pass. Assistants will be available to point you in the right direction when you arrive.

On the morning of the 25th, you will be able to check in as early as 10:30AM in the Stevenson Union, just in front of the Rogue River Room. Please see the attached map if you have not visited the Rogue River Room before. Lunch and refreshments will be available during registration and remain available throughout the fair.

You will have a nametag, table, table cloth, and chairs for all registered participants. Wireless internet access will be available. You are welcome to bring signs and materials to display at the fair. Please note that I can't guarantee the space or ability to accommodate particularly large displays, though I'll certainly do my best to meet your needs.

Please let me know via email (brooksm@sou.edu) if you have any special needs or requests. For example, do you need access to electricity at your table? Do you need to check-in early or late? I will do my best to meet your specific needs.

You can visit <http://www.sou.edu/careers/careerfair.html> for access to maps, information, and a list of other employers in attendance. If you need access to an invoice or receipt for the fair, please log into your CareerLink account by visiting <https://www.myinterfase.com/sou/employer>, clicking the Career Events tab, clicking Search, and then clicking View Registration.

Thank you again for your participation. I am looking forward to a very successful event!

Best,

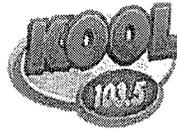
Max Brooks
Career Preparation Coordinator

Don Hurley
attended

Exhibit 9

Outreach Initiatives

Documentation of Internships



BICOASTAL MEDIA INTERN FORM

To intern at Bicoastal Media, it is required that the participating intern is gaining experience for a class credit. Written documentation is necessary from the school stating that the internship is approved and/or sponsored by the school as educationally relevant.

Student: Name: Kurt [redacted] Telephone: 503-757-[redacted]

Employer: Supervisor of employee: [redacted] Position: Intern

Faculty Advisor: Name: _____ Telephone: [redacted]

Start Date: 6/13/16 Closing Date: _____

of Required Hours for Internship: 90 Expected hours per week: 6

Please identify learning goals you are interested in during your internship at Bicoastal Media:

I want to study small group communication, specifically climate in the workplace relating to productivity. I also want to get an overview of the broadcasting industry.

(Employer completes) Brief Description of Job/Tasks to be accomplished:

Depending on the focus on the internship, some duties will vary.

- This internship, even though includes actual operation of the facilities of the employer, is similar to training which would be given in an educational environment
- The internship experience is for benefit of the intern
- The intern does not displace regular employees, but works under close supervision of existing staff
- The employer that provides the training derives no immediate advantage from the activities of the intern
- The intern is not necessarily entitled to a job at the conclusion of the internship
- The employer and the intern understand that the intern is not entitled to wages for the time spent
- If at any time, the individual or employer does not think the internship is a right fit, the student, the internship coordinator, or the business reserves the right to withdraw from the internship

SIGNATURES

Student: Kurt [redacted] Date: 6/13/16

Employer: _____ Date: _____

Faculty Advisor: _____ Date: _____



BICOASTAL
ROGUE VALLEY, LLC



BICOASTAL MEDIA INTERN FORM

To intern at Bicoastal Media, it is required that the participating intern is gaining experience for a class credit. Written documentation is necessary from the school stating that the internship is approved and/or sponsored by the school as educationally relevant.

Student: Name: Alyssa [redacted] Telephone: 741-660 [redacted]

Employer: Supervisor of employee: Kyle Rinalosa Position: Intern

Faculty Advisor: Name: Kim Rambo [redacted] Telephone: 541.346.5755

Start Date: 050 Closing Date: _____

of Required Hours for Internship: _____ Expected hours per week: _____

Please identify learning goals you are interested in during your internship at Bicoastal Media:

Real world business experience, exposure to marketing and advertising for large events, exposure to fundraising & improve my business communication skills.

(Employer completes) Brief Description of Job/Tasks to be accomplished:

Depending on the focus on the internship, some duties will vary.

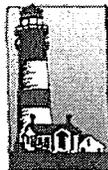
- This internship, even though includes actual operation of the facilities of the employer, is similar to training which would be given in an educational environment
- The internship experience is for benefit of the intern
- The intern does not displace regular employees, but works under close supervision of existing staff
- The employer that provides the training derives no immediate advantage from the activities of the intern
- The intern is not necessarily entitled to a job at the conclusion of the internship
- The employer and the intern understand that the intern is not entitled to wages for the time spent
- If at any time, the individual or employer does not think the internship is a right fit, the student, the internship coordinator, or the business reserves the right to withdraw from the internship

SIGNATURES

Student: Alyssa [redacted] Date: 6/12/16

Employer: [redacted] Date: 6/14/16

Faculty Advisor: Kim Rambo Date: 6/7/16



BICOASTAL
ROGUE VALLEY, LLC

SUPPLEMENTAL RECRUITMENT ACTIVITIES

Type of Activity:

Job fair _____

Internship

Tour _____

Date of event: Spring 2015 thru 6/11/15

Participating Employees: Alicia [REDACTED]

Host of Activity: Kyle [REDACTED] (cooperative work experience)

Brief Description of Activity and Station Participation:

CWE instructor - Mike [REDACTED]
shadow staff members to gain
hands on experience in varied
departments of radio

SUPPLEMENTAL RECRUITMENT ACTIVITIES

Type of Activity:

Job fair _____

Internship

Tour _____

Date of event: 11/9 - 11/11 Thru 3/18

Participating Employees: Kathleen [REDACTED]

Host of Activity: intern from SOU (Kylee)

Brief Description of Activity and Station Participation:

Advisor Garth [REDACTED]

The participating intern is gaining
experience for a class credit

SUPPLEMENTAL RECRUITMENT ACTIVITIES

Type of Activity:

Job fair _____
Internship _____
Tour _____

Date of event: 12/2/15 thru 4/15
9a-12p - 3 hrs a week

Participating Employees: Caleb [REDACTED]

Host of Activity: Kylee [REDACTED] - Crater high

Breif Description of Activity and Station Participation:

intern coordinator - Ed [REDACTED]
Crater academy of health &
Public services senior internship
The participating intern is gaining
experience for a class credit

Eding, Karen

From: Ashenden, Bill
Sent: Wednesday, January 20, 2016 3:01 PM
To: Eding, Karen
Subject: FW: Lunch, Learn, & Launch - SOU Student Interns: How Your Business Benefits 1/21/2016
Attachments: Parking Brochure.pdf

FYI, I am attending this presentation.
Work for our public file?

From: Kaylee Gray [mailto:grayk1@sou.edu]
Sent: Tuesday, January 19, 2016 8:48 AM
To: grayk1@sou.edu
Subject: Lunch, Learn, & Launch - SOU Student Interns: How Your Business Benefits 1/21/2016

Good Morning,

Thank you for pre-registering for the *Lunch, Learn & Launch* presentation: *SOU Student Interns: How Your Business Benefits* this Thursday, **January 21, from 1:00 pm to 2:00 pm**. Check-in begins at **12:45 pm** and the presentation starts promptly at 1:00 pm. *For our regular attendees, please note that this differs from our regular time.*

Feel free to bring your own lunch and then be inspired to move your business forward!

The workshop will be in **ROOM 129** at the RCC/SOU Higher Education Center (101 S. Bartlett Street, Medford).

As a warning, parking downtown can be difficult if you're unfamiliar with the area. *I've attached the City of Medford Parking Brochure to help you (see attachments).* All on-street parking is free with time limits ranging from 1 hour to 3 hours (most are only 1 hour). If you park in a pay lot, please beware the machines only accept coins or a credit card and some will accept payment with your smartphone.

If you have any questions, or are unable to make it, please contact our office at 541-552-8300.

We look forward to seeing you,

Kaylee Gray
Office and Client Services Manager
Small Business Development Center
101 S. Bartlett Street
Medford, Oregon 97501
grayk1@sou.edu
541-552-8300
[Visit Our Website!](#)

Bill + Kylee attended

**SO Southern OREGON
UNIVERSITY**



Exhibit 10

Outreach Initiatives

Documentation of Station Tours

SUPPLEMENTAL RECRUITMENT ACTIVITIES

Type of Activity:

Job fair _____

Internship _____

Tour X _____

Date of event: AUGUST 17, 2016

Participating Employees: DON HURLEY KYLSE BUVALCABA,
BRYCE BURNER.

Host of Activity: DON HURLEY

Brief Description of Activity and Station Participation:

DON LED CLIENTS AND STAFF OF SOUTHERN
OREGON ASPIRE THROUGH THE STATIONS.
ASPIRE IS A NON-PROFIT ORGANIZATION THAT
PROVIDES RESIDENTIAL AND OCCUPATIONAL
SUPPORT TO THOSE WITH INTELLECTUAL AND
DEVELOPMENTAL DISABILITIES.

SUPPLEMENTAL RECRUITMENT ACTIVITIES

Type of Activity:

Job fair _____

Internship _____

Tour /

Date of event: 11/11/15

Participating Employees: DON HUZLEY, BRYCE BURTNER,
BILL MEYER

Host of Activity: DON HUZLEY

Breif Description of Activity and Station Participation:

Hearts with a Mission tour
INCLUDED 14 KIDS AGE 10-17

