

**December 1, 2017 – November 30, 2018**

This report was prepared and updated by Jim Birkemeyer, President of R & J Broadcasting, Inc. licensee of:

KRJB 106.5 FM -ADA, KRJM 101.5 FM -MAHNOMEN, KKCQ-FM – 96.7 FM -BAGLEY,

KKCQ-AM 1480 AM/99.7 FM -FOSSTON,

KKIN 930 AM -AITKIN, KKIN 94.3 FM -AITKIN, KLKS 100.1 FM -PEQUOT LAKES,

WWWI 1270 AM/103.1 FM -BAXTER, WWWI-FM 95.9 FM -PILLAGER, KFGI 101.5 FM -CROSBY

KSDM 104.1 FM -INTERNATIONAL FALLS, KGHS-AM 1230 AM/95.3 FM -INTERNATIONAL FALLS

Since its inception, R & J Broadcasting Inc (“the Company”) has been an Equal Opportunity Employer. We are committed to a policy of equal opportunity for all qualified individuals without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or conditions specifically prohibited by federal, state, and local legislation.

R & J Broadcasting, Inc. seeks the assistance of organizations to help in our efforts for an effective, positive employment recruitment program which includes local newspapers, area high schools, colleges and universities, minority organizations, state broadcaster’s association, state and local employment agencies as well as its stations’ websites. To make this policy effective, and, within the rules and regulations of the Federal Communications Commission, R & J Broadcasting, Inc. has an Equal Employment Opportunity (EEO) program with Jim Birkemeyer, President of R & J Broadcasting, Inc. being responsible for the implementation. This non-discrimination policy has been widely distributed to all employees and managers and has been placed in the public inspection file as well as here on their website.

The policy is also stated in the R&J Broadcasting Inc. Policy/Procedure manual as follows:

“It is the policy of the Station to ensure equal employment opportunity to all employees and qualified applicants for employment without regard to race, age, religion, color, national origin, marital status, physical or mental handicap or disability, gender, sexual orientation, or covered veteran status. Positive action shall be taken to insure the fulfillment of this policy in all employment areas including the following:

- \*Recruiting, advertising, or soliciting for employment.
  - \*Hiring, placement, upgrading, transfer or demotion.
  - \*Treatment during employment
  - \*Rates of pay or other forms of compensation.
  - \*Selection for training
  - \*Layoff or termination”
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Vacancies during this reporting period include:

**Employment Unit: KLKS, WWWI AM/FM, Brainerd**  
**04/25/18**  
**Full-time on-air/sales rep position**

Advertising for full-time on-air/sales rep positions were posted/advertised on Indeed.com, with Minnesota Broadcasters Association (MBA), On-Air on KLKS FM, WWWI AM/FM, and Sport Talent Agency of America 4/25/18 – 5/25/18

Thirty-one applications received; 2 female, 29 male. Nine applicants interviewed; 8 male, 1 female. Two male applicants were hired and began working in June and July.

**10/1/18**  
**Full Time on-air/sales rep position**

Advertising for full-time on-air/sales rep positions were posted/advertised on Indeed.com, with Minnesota Broadcasters Association (MBA), On-Air on KLKS FM, WWWI AM/FM, and Sport Talent Agency of America 4/25/18 – 5/25/18

There were 25 applicants; 2 female, 23 male. Nine applicants were interviewed; 8 male, 1 female. Two male applicants were offered the position but turned it down. No hires were made.

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**Employment Unit: KFGI, KKIN AM/FM**  
**10/03/18**  
**Aitkin High School (Aitkin, MN) Career Fair**  
**Various Future Positions/Vacancies**

R&J Broadcasting Inc. participated in this career fair with a booth promoting careers in broadcasting. Booth consisted of a display of our website and promotion that we were accepting applications for sales representatives, traffic director, sports personality, and news personality company wide. Live broadcasts took place on site during the event.

The Career Fair was hosted by the Northern Minnesota Area Workforce Center and Offices of Job Training, along with the Aitkin High School. There were over 40 businesses, law enforcement agencies, military recruiters, and area colleges participating. Open to the public, including over 600 students, grades 7-12 from the Aitkin and McGregor school districts. Guest speaker Jen Bertsch; Entrepreneur Coach and Leadership Trainer. No hires were made as a result of the career fair.

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**Employment Unit: KGHS-FM, KSDM-AM: International Falls**

**05/01/18  
Sales Representative**

A position was advertised for a sales representative 01/01/18 – 01/31/18 and again 05/01/18 – 06/30/18. The position was posted with Minnesota Broadcasters Association, on-air on KGSH-AM & KSDM-FM, Indeed.com, and the Small Market Radio Newsletter (national publication).

There were two applicants. All were interviewed; (all male) one was hired and began working in mid-July.

**05/01/18  
On-Air Announcer**

A position was advertised for an on-air personality 05/01/18 – 06/30/18. The position was posted with Minnesota Broadcasters Association, on-air on KGSH-AM & KSDM-FM, Indeed.com, and the Small Market Radio Newsletter.

There were four applicants. All were interviewed; (all male) one was hired and began working mid-July.

**06/01/18  
General Manager Upcoming Vacancy:**

The General Manager of KGHS/KSDM will be retiring in 2019. In anticipation of this vacancy, the GM Position was advertised 06/01/18 – 07/31/18 on-air on KGHS-AM & KSDM-FM, posted internally via memo to staff members, with Minnesota Broadcasters Association, Small Market Radio Newsletter, and Indeed.com.

Eleven applications received; 0 from on-air, 2 from SMNL (male), 2 from indeed.com (male), 5 from MBA (all male), 2 from internal (1 male, 1 female). Seven applicants were interviewed, position was offered, none hired. Current position is held by current G.M. The vacancy will be re-posted at a later date.

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**Employment Unit: KRJB, KRJM, KKCQ AM/FM  
07/01/18  
On Air Announcer, full-time or part-time**

R&J Broadcasting Inc. advertised for an on-air announcer, full or part time for the month 07/01/18 – 08/01/18. Position was advertised with Indeed.com, on-air on KRJB, KRJM, and KKCQ AM/FM, and on rjbroadcasting.com.

There were three applicants, all male, all were interviewed, and one hired as part-time.

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R & J Broadcasting, Inc. has a working relationship with these area agencies should there be openings:

<p>Minnesota Broadcasters Association Linda Lasere 800-245-5838 3033 Excelsior Blvd. Suite 310 Minneapolis, MN 55416</p>	<p>NCTC 1101 Highway One East Radio Broadcast-Communications Academic Advisors Thief River Falls, MN 56701 218-681-0783</p>	<p>Bemidji State University Mass Communications Dept. 1500 Birchmont Dr. NE Bemidji, MN 56601 218-755-2915</p>
<p>Sanford-Brown College Mendota Heights 1345 Mendota Heights Road Mendota Heights, MN 55120</p>	<p>Sanford-Brown College Brooklyn Center 5951 Earle Brown Drive Brooklyn Center, MN 55430</p>	<p>Minnesota Work Force Center 1730 University Avenue Crookston, MN 56716 218-281-6020</p>
<p>MSUM-Moorhead 1104 7th Avenue South Moorhead, MN 56560 Mass Communications Dept. 218-477-2983</p>	<p>Norman County Index 307 West Main Street Ada, MN 56510 218-784-2541</p>	<p>Mahnomen Pioneer 207 NW Main Street Mahnomen, MN 56557 218-935-5296</p>
<p>Thirteen Towns of Fosston 118 Johnson Avenue North Fosston, MN 56542 218-435-1313</p>	<p><a href="http://www.indeed.com">www.indeed.com</a></p>	<p>Small Market Radio Newsletter <a href="http://Smallmarketradio.com">Smallmarketradio.com</a> <a href="mailto:mitchell@jaymitchell.com">mitchell@jaymitchell.com</a></p>
<p>Sportscasters Talent Agency of America <a href="http://Staatalent.com">Staatalent.com</a></p>		

For employment opportunities resumes may also be sent to:

R & J Broadcasting Inc.  
Attn: Jim Birkemeyer  
312 West Main Street  
Ada, MN 56510  
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