

**Equal Employment Opportunity Annual Public File Report  
For R&J Broadcasting, Inc.  
December 1, 2019 – November 30, 2020**

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 ensure 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”

Employment Vacancies at R&J Station Employment Units during this reporting period include:

**Station Employment Unit: KLKS, WWVI AM/FM, Brainerd, MN, KFGI, KKIN AM/FM, Aitkin, MN**

**2/25/20**

**Sales-Person/On-Air Personality**

Positions for full-time, or part-time employment were posted for the time period of February 25<sup>th</sup> – May 15<sup>th</sup> and was advertised on Indeed.com, staatalent.com, R&J Broadcasting Inc. stations KFGI, KKIN AM/FM, KLKS, and WWVI AM/FM.

A total of 46 applications were received for the position. A full-time position was offered and accepted by 2 applicants. One applicant hired was referred by STAA and one from R&J Radio Ads. A part-time position was offered and accepted by 1 applicant referred from R&J Radio ads. Employment began 6/15/20.

This position was previously reported and left open on the 2019 EEO Report.

**8/24/20**

**Sales Manager/General Manager**

An employment recruiting agency, Roos Advisors has been hired as a head-hunting agency for a full time management position.

This position was filled 11/16/20 and employment will begin 12/14/2020.

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**Station Employment Unit: KRJB, KRJM, KKCQ AM/FM Ada, MN**

**7/29/20**

**On-Air/Sports Announcer**

A position for full-time, or part-time employment was offered for the time period of July 29<sup>th</sup> – August 12<sup>th</sup> and was advertised on Indeed.com, staatalent.com, R&J Broadcasting Inc. stations KRJB, KRJM, and KKCQ AM/FM.

A total of 27 applications were received for the position. The position was not filled due to the cancellation of high school sports during the COVID 19 pandemic.

**9/24/20**

**Sports Play by Play and Reporter**

Positions for full-time employment were posted for the time period of September 24<sup>th</sup> – October 9<sup>th</sup> and was advertised on Indeed.com, staatalent.com, R&J Broadcasting Inc. stations KRJB, KRJM, and KKCQ AM/FM.

A total of 43 applications were received for the position. The position was filled with 2 full time applicants; One recruit from STAA, and one from R&J Radio ads. Employment began 11/1/20

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

The KGHS-FM, KSDM-AM employment unit employs fewer than 5 full time employees. Details regarding hiring is not required by 47 CFR 73.2080.

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R&J Broadcasting, Inc. has conducted/participated in a number of outreach initiatives to provide education about and promote interest in the broadcasting and communications fields in the northern, northwestern and central Minnesota and North Dakota listening areas served by R&J Broadcasting Inc. stations. These initiatives seek to benefit the local communities and provide R&J Broadcasting Inc. with the opportunity to meet potential future employees as well as those interested generally in the broadcast and communications industries. Following is a summary of activities conducted during the preceding twelve months generally on behalf of all R&J Broadcasting Inc. Station Employment Units unless otherwise stated. A detailed description of these activities is also included below.

- Job shadow program for area high school students at broadcast sporting events throughout the fall sports season 2020. We look forward to expanding this as COVID 19 restrictions are lifted. (KRJB, KRJM, KKCQ Radio)
- Traill County Career Fair, Mayville, ND (Company Wide)
- R&J Broadcasting Inc. Broadcast Scholarship (Company Wide)
- Internship Program – Mary Balstad of Concordia College, Moorhead, MN (KRJB, KRJM, KKCQ Radio)

On January 22, 2020, R&J Broadcasting Inc. participated in the Traill County Career Fair, in Mayville, ND. There, current employees of R&J Broadcasting Inc. talked with area high school students and students at Mayville State University as well as other community members about what it's like working in broadcasting and the small market radio industry. Applications were made available. Attendees were also encouraged to reach out for internship and job opportunities in the future across northern and central Minnesota and eastern North Dakota.

R&J Broadcasting Inc. also offers a scholarship to graduating high school students interested in broadcasting, marketing or other communications related fields of study each spring with applications due traditionally the first week of April. We send blank applications to schools across our listening areas in northern, northwestern, and central Minnesota and eastern North Dakota. We also make our application available for a limited time on our website home page. In our application, we invite students to inquire about job shadow and internship opportunities with R&J Broadcasting Inc.

During the summer of 2020, R&J Broadcasting Inc. employed an intern at our KKCQ AM/FM stations from Concordia College in Moorhead, MN. Our intern, Mary Balstad was responsible for conducting interviews and creating local news stories on community events and happenings. She plans to continue her education in Communications at Concordia College.

R&J Broadcasting Inc. has recently partnered with area high schools to assign students interested in media and broadcasting to help setup and run broadcast equipment at high school sports events we are airing. Students have the chance to lean more with hands on experience and have the opportunity to work alongside broadcasters during the games. Schools we work with include Finley-Sharon/Hope-Page, ND, Ada-Borup High School, MN, East Grand Forks High School, MN, Hawley High School, MN, Hillsboro-Central Valley High School, ND, Mahnomon-Waubun High School, MN, Sacred Heart High School, MN, and Climax-Fisher High School. We look forward to expanding this program to additional schools and communities in the future.

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

<p>Minnesota Broadcasters Association 408 St. Peter Street Suite 423 St. Paul, MN 55102 (612) 926-8123</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>Concordia College Moorhead, MN 901 8<sup>th</sup> St. S Moorhead, MN 56562</p>	<p>St. Cloud State University St. Cloud, MN 720 4<sup>th</sup> Ave. S. St. Cloud, MN 56301</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 Staatalent.com</p>	<p>R&amp;J Broadcasting Inc. <a href="http://RJBroadcasting.com">RJBroadcasting.com</a> 218-784-2844</p>	<p>The Daily Journal <a href="http://IFallsJournal.com">IFallsJournal.com</a> 218-285-7411</p>
<p>Roos Advisors 1035 Hillside Drive North Brunswick, NJ 08902 (646) 933-1289</p>	<p><a href="http://www.RJbroadcasting.com">www.RJbroadcasting.com</a></p>	<p>R &amp; J Broadcasting, Inc. (KRJB, KRJM, KKCQ AM/FM, KLKS, KFGI, KKIN AM/FM, WWWI AM/FM, KSDM, KGHS)</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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