

EEO PUBLIC FILE REPORT

Reporting Period: June 1, 2016 - May 31, 2017

Stations Included in Report: KFFN-AM, KGUN-TV, KMXZ-FM, KQTH-FM, KTGTV-FM, KWBA-TV

I. List of Recruitment Sources

(including the number of interviewees referred during the reporting period)

* An asterisk next to the name of the source indicates that this source sought to receive notice of vacancies.

Code	Recruitment Source	Address	Contact Person	Phone	Number of Interviewees Referred
Common Sources					
C1	Employee Referral				21
C2	Internal Candidate / WorkLife				31
C3	Scripps.com	312 Walnut St Ste 2800 Cincinnati, OH 45202			100
C5	Google	1600 Amphitheatre Pkwy Mountain View, CA 94043	www.google.com	650-253-6000	16
C6	America's Job Exchange	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C8	SimplyHired.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	1
C9	Oodle.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C10	Job.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C11	AboutJobs.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C12	Trovit U.S.	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C13	TheLadders - Jobs need: Min 40K , Full Time	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	1
C14	Flexjobs.com (Flexible schedule jobs only)	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C15	JuJu.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C37	Monster.com (14 days) US Locations	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	2

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C43	Rensselaer Polytechnic Institute Career Development Center	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C44	JournalismJobs.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	1
C49	Indeed.com Sponsored Jobs 200 Click	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	10
C69	Yahoo	701 First Avenue Sunnyvale, CA 94089	www.yahoo.com		1
C91	Careerbuilder US	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	2
C95	Facebook	1 Hacker Way Menlo Park, CA 94025	www.facebook.com		
C97	LinkedIn	2029 Stierlin Court Mountain View, CA 94043	www.linkedin.com		59
C100	Tvjobs.com	PO Box 4116 Oceanside, CA 92052	www.tvjobs.com	760-754-8177	
C116	Online Sports.Com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C130	Face-to-face Networking				39
C131	Agency/Search Firm				3
C132	Bing	One Microsoft Way Redmond, WA 98052-7329			2
C134	Indeed	6433 Champion Grandview Way Building 1 Austin, TX 78750	www.indeed.com		35
C146	Development Test Emedia	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
Local Sources					
L1	American Advertising Federation - Tucson		http://aافتucson.org/classifieds.php		
L2	University of Arizona		https://arizona-csm.symplicity.com/employers/		
L3	California State University Fullerton	800 N. State College Blvd College Park Suite CP-700 Fullerton, CA 92834	Beth Georges bgeorges@exchange.fullerton.edu http://communications.fullerton.edu	657-278-7558	
L4	Emerson College	120 Boylston Street Boston, MA 02116	Blaine Butler/ Marcia Della-Guistina blaine_butler@emerson.edudrmdellaguistina@yahoo.com http://www.emerson.edu	617-824-8586	
L5	American Broadcasting School	4511 SE 29th Street Oklahoma City, OK 73115	Michelle McConnell michelle@radioschool.com http://www.radioschool.com	817-695-2474	

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L6	Walter Cronkite School of Journalism and Mass Communication	555 N. Central Ave Phoenix, AZ 85004	Michael Wong mike.wong@asu.edu https://cronkite.asu.edu/about/faculty-and-leadership/staff	602-496-7430	
L7	Central Michigan University	1200 S. Franklin St Mount Pleasant, MI 48859	Peter Orlik orlik1pb@cmich.edu https://www.cmich.edu/colleges/CCFA/CCFABroadcastandCinematicArts/CCFABCAFa	989-774-3851	
L8	University of Arizona School of Journalism	Tucson, AZ	Renee Schafer Horton rshorton@email.arizona.edu https://journalism.arizona.edu/	520-626-9219	1
L9	Bates Technical College	1101 S. Yakima Ave Tacoma, WA 98405	Shirley Miller skmiller@bates.ctc.edu http://www.bates.ctc.edu/JobServices	253-680-7240	
L10	University of North Texas	1155 Union Circle Denton, TX 76203	Phyllis Slocum Slocum@unt.edu http://mediaarts.unt.edu/content/phyllis-slocum	940-565-2565	
L11	USC Annenberg School for Communication and Journalism	3502 Watt Way Los Angeles, CA 90007	Stacy Scholder scholder@usc.edu http://annenberg.usc.edu/faculty/journalism/stacy-scholder	213-740-0014	
L12	University of Wisconsin	800 Algoma Blvd Oshkosh, WI 54901	Justine Stokes stokesj@uwosh.edu http://rtf.uwosh.edu/justine-stokes/	920-424-3113	
Total Number of Interviewees Referred:				325	

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II. Full-Time Vacancies Filled During the Reporting Period

Job Title	Recruitment Sources Utilized to Fill Vacancy [by code number]	Recruitment Source for Person Hired [by code number]
Account Exec, Integrated	C1, C2, C3, C5, C6, C8, C9, C10, C11, C12, C13, C14, C15, C43, C49, C69, C91, C97, C116, C130, C132, C146, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C130
Account Exec, Integrated	C1, C2, C3, C5, C6, C8, C9, C10, C11, C12, C13, C14, C15, C43, C49, C69, C91, C97, C116, C130, C132, C146, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C130
Account Exec, Integrated	C1, C2, C3, C5, C69, C130, C131, C132, C134	C130
Account Exec, Integrated	C1, C2, C3, C5, C69, C130, C131, C132, C134	C1
Account Exec, Integrated	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C43, C69, C97, C116, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C1
Assignment Editor	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	L8
Dir, Promotion-RAD	C1, C2, C3, C6, C8, C9, C10, C11, C12, C13, C14, C15, C43, C49, C91, C97, C116, C131, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Director II	C1, C2, C3, C5, C15, C49, C91, C95, C97, C130, C131, C132, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C2
General Manager, TV	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C43, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C2
Graphic Design Tech II	C1, C2, C3, C5, C8, C37, C69, C91, C95, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C134
Local Sales Manager	C1, C2, C3, C6, C8, C9, C10, C11, C12, C13, C14, C15, C43, C49, C97, C116, C130, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C130
Maintenance Engineer II	C1, C2, C3, C5, C44, C49, C91, C97, C100, C131, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C44
Master Control Tech II	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Multimedia Journalist	C1, C2, C3, C5, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Multimedia Journalist	C1, C2, C3, C5, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
National Sales Manager	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C43, C69, C116, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C1

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II. Full-Time Vacancies Filled During the Reporting Period

Job Title	Recruitment Sources Utilized to Fill Vacancy [by code number]	Recruitment Source for Person Hired [by code number]
News Producer	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C2
News Producer	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C130
Non-News Talent	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C130, C131, C132, C134	C2
Photographer II	C1, C2, C3, C5, C69, C130, C131, C132, C134	C2
Photographer II	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C2
Producer	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C43, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Producer	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C43, C69, C97, C130, C131, C132, C134	C3
Producer	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Producer	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Producer, Creative Services	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C5
Radio Music Director	C1, C2, C3, C49, C97, C131, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Radio Promotions Asst II	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Reporter	C1, C2, C3, C5, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C2
Reporter	C1, C2, C3, C5, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Reporter	C1, C2, C3, C49, C97, C130, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Sales Support Assoc II - TV	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C37, C43, C69, C97, C116, C130, C131, C132, C134, C146, L2	C97
Sales Support Asst II	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C116, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C1
Sports Anchor	C1, C2, C3, C5, C69, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C131

EEO PUBLIC FILE REPORT**II. Full-Time Vacancies Filled During the Reporting Period**

Job Title	Recruitment Sources Utilized to Fill Vacancy [by code number]	Recruitment Source for Person Hired [by code number]
Sr Dir, Sales - TV	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C43, C69, C97, C116, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C97
Sr Mgr, News Production	C1, C2, C3, C10, C49, C97, C100, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C3
Traffic Copy Editor, Local	C1, C2, C3, C5, C69, C91, C97, C130, C131, C132, C134, L1, L2, L3, L4, L5, L6, L7, L8, L9, L10, L11, L12	C1

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

Participate in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions.	HR Director attended the ABA Job Fair on 5/11/17 with our sister station HR Director from ABC15 in Phoenix AZ.
	HR Director attended a job fair on 1/25/2017 for Cienega High School joined by Promotions Coordinator and TV Operations Manager.
	HR Director attended the ABA Job Fair on 9/8/2016 with our sister station HR Director from ABC15 in Tucson AZ held at Pima Community College Downtown campus. Also in attendance was Promotions Coordinator and TV Operations Manager.
	HR Director attended the D.R.E.A.M (Disability Rehabilitation Employment Awareness Month) Job Fair on 10/12/16 focusing on hiring and providing opportunities to individuals with disabilities.
Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops and similar activities.	HR Director was invited to participate on an employment panel for SunnyVail Leadership Conference held on 3/9/2017. The high school students who attended the conference qualify for services and programs for students with disabilities. There were over 150 participants and from the Vail and Sunnyside School Districts. The employer panel consisted of 6 local representatives from various organizations and the panelists provided best practices for applying for jobs, interviewing and general tips for job seekers. Each business had the opportunity to speak about their specific organizations and the job opportunities available.
	HR Director participated in Mock Interviews for Desert Christian High School Seniors. Mock interviews were held on 3/20/17 and 3/23/2017. Over the two day event 8 students were mock interviewed by the HR Director and upon completion were given feedback.
	HR Director presented a Social Media Do and Don'ts presentation on 2/16/2017 to Desert Christian High School Seniors. The presentation included information about protecting your social media profiles and awareness/education about each platform including Twitter, Facebook, LinkedIn and others and how to best utilize for job seeking. The students were provided with best practices including utilizing the settings for each platform, to be mindful that what you post is visible to many and stays alive on the internet forever and also how to present yourself in the most professional way to potential employers. Some of the students also created a LinkedIn profile and started implementing the suggestions from the presentation.

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

	HR Director made a presentation to the PEERS (Professional Employment Exploration & Resource Services) group on 8/24/2016 to discuss Broadcast employment opportunities. Participants were provided information about TV/Radio jobs and general qualifications for each.
	HR Director was invited to participate in a Employer panel on 10/26/16 for Desert Christian High School in the format of "Professional Speed Dating" which provides groups of students to rotate to various professionals from various organizations to learn about different professions and about the individual organization.
	HR Director did a presentation on Social Media Do's and Don'ts to jobseekers with disabilities. We also had our Meteorologist and Host of The Morning Blend host a fashion show with clothing provided by Goodwill of Arizona to help jobseekers learn how to put professional outfits together on a budget. 4 participants were randomly selected to be guests on The Morning Blend to model outfits that were donated by Goodwill Industries of AZ. The participants were also provided an opportunity to have professional head shots taken for use with setting up various social media sites to aid in job seeking.
	An Assignment Editor in the Newsroom hosted a station tour and discussed possible careers in broadcast and sit through a newscast, to a group from Goodwill Industries of Southern Arizona called Good Guides Youth Mentoring. The Good Guides group is made up of youth AGES 12 - 17 and they are given the opportunity to get matched up with mentors and support for career planning, school completion, and post secondary education.
Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.	The station partnered with Goodwill Industries of Southern Arizona to provide broadcast internship opportunities for the youth who are registered in their program. The internship program allows participants to learn about many aspects of the broadcasting industry such as production, news, marketing, radio promotions, engineering and many other areas of our business. The youth have 160 internship hours available to complete and they are evaluated multiple times throughout out their time in the station.

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

	<p>The station partnered with Tucson Youth Development to provide broadcast internship opportunities for 3 youth who were registered in their program. The internship program allows the participants to learn about many aspects of the broadcasting industry such as production, news, marketing, radio promotions, engineering and many other areas of our business. The youth have 160 internship hours available to complete and they are evaluated multiple times throughout out their time in the station. At the completion of the internship program one of the outstanding performing youth interns, applied, interviewed and was offered a permanent position.</p>
Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.	<p>General Manager met with a student from the University of Arizona School of Theatre , Film and Television for a mock interview in November. The student was provided with feedback and a completed evaluation form.</p>
	<p>General Sales Manager for Radio provided a tour for a student Senior from Walden Grove High School on 7/24/2016. This student was interested in pursuing broadcasting as a career and he had the opportunity to learn about both TV and the Radio business.</p>
	<p>HR Director facilitated a group presentation on 7/18/16 by hosting a group from the ACTE AZ (Association for Career, Technical and Marketing Educators. The group is made up of 25 - 30 marketing teachers from all over AZ. The group met with our Graphics Supervisor, Radio Operations Manager, Promotions Producer and the HR Director to learn about the broadcasting industry and provide information to help the educators make the most of their curriculum and prepare students for potential career opportunities.</p>
	<p>HR Director participated in Mock Interviews on 7/19/2016 for SAAVI (Southern Arizona Association for the Visual Impaired) for students who attended a Summer camp from various schools throughout the state of AZ. The event allowed students ranging from ages 14 - 19 with various levels of visual impairment to experience a mock interview with a Professional. 6 students were mock interviewed and were also provided with feedback and evaluation forms with ratings in various categories pertaining to interviewing.</p>
	<p>Station staff specifically, a Meteorologist, Multi-Media Journalist and a Reporter/Anchor attended a Career Day for Sahuarita Middle School on May 1st, 2017. They were amongst other professionals and discussed careers in broadcasting and other helpful advice for the students.</p>

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

	A station Reporter/Anchor was invited to speak to a group of Hispanic Junior and Senior students from Cholla High School in the TUSD on 1/27/2017. She was asked to speak about Hispanic issues from a journalism perspective and she also talked about the need for reporters to champion similar programs as Spanish language TV stations offer. She also stressed how important it is for Hispanics to enter broadcasting to help diversify news rooms.
	A station Reporter attended a career day presentation for Gallego Fine Arts Magnet School on 5/8/2017 to speak to students about careers in journalism and broadcasting.
	On 10/24/2016 the Station's Chief Meteorologist provided a tour and technical behind the scenes look of the station with a weather broadcast focus. The event was sponsored by SEACAMS (Southeast Arizona Chapter of the American Meteorological Society) and was open to anyone interested in meteorology and wanting to learn more from professionals in the field.
	On 4/20/2017 from 6pm - 8pm the Station's Chief Meteorologist attended a Family Math and Science Night event hosted by the Lehman Academy of Excellence. The event was broadcast live and in between live shots, she was interacting with the students and discussing careers in meteorology and broadcasting.
	On 1/26/2017 the station's Chief Meteorologist was invited to speak to students from Anshei Israel School about meteorology and broadcasting as a profession.
Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	A Manager and the Law training was held on 3/21/2-17 for all members of the local leadership team and was facilitated by two members of our Corporate legal team. Topics discussed included information to help prevent any discriminatory hiring practices as well as other compliance topics.
Participation 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.	HR Director facilitated a presentation on 11/9/2016 to a group of 50+ Mature Workers hosted by Pima Community College and AARP interested in re-entering the workforce. The presentation was an opportunity to help guide jobseekers who are 50+ through current recruitment practices. Other information was provided as well such as opportunities within our organization (Broadcasting), trends in the Tucson area and what HR/Recruiters/Hiring Managers typically seek in an ideal candidate.

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

HR Director presented to a group of Job Developers on 9/9/2016 from various agencies throughout the local community. The topic was Professional Networking and the intention was to help provide guidance and suggestions for Job Developers to best prepare their clients for potential careers in Broadcasting and other industries. The presentation included information about utilizing social media and setting up meetings with HR professionals in Broadcasting to explain the details of their programs. The attendees were also provided with some understanding about the various positions throughout the station to better match their clients with opportunities.