

Amended as of 10/12/17

KTVZ-TV and KFXO-LD Bend, Oregon

A. Full-Time Vacancies Filled During Past Year (10/1/16 through 9/30/17)

Job Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Job Title: Reporter/Producer	FT	PT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT
Job Title: Part time On-Air Tech																				
Job Title: Promotions Producer																				
Job Title: Account Manager - FOX																				
Job Title: News Producer																				
Job Title: Sales Assistant																				
Job Title: Traffic Coordinator																				
Job Title: Technical Director																				
Job Title: Account Manager - NBC																				
Job Title: News Producer																				
Job Title: Sales Intern																				
Job Title: Multi Media Journalist																				
Job Title: Chief Engineer																				
Job Title: News Producer																				
Job Title: News Intern																				
Job Title: Commercial Producer																				
Job Title: IT Engineer																				
Job Title: Business Manager																				
Job Title: Account Manager - FOX																				
Job Title: Account Manager - NBC																				

B. Recruitment/Referral Sources Used to Seek Candidates for Vacancies

Source	Contact Person	Address	Tel #	Referred person hired?
		See Attached		20

C. Total Number of Persons Interviewed for All Full-Time Vacancies Filled during the Past Year (this will be a raw number):

119

D. Total Number of Interviewees for All Full-Time Vacancies Filled during the Past Year per Recruitment/Referral Sources:

Referral Source	Contact Person	Address	Tel #	Number of Interviewees Referred
On Air Commercial				7
KTVZ.com				16
TV Jobs.com				3
Medialine				
WorkSource - Oregon Employment Office				2
Central Oregon Community College				1
Clackamas Community College				1
University of Oregon				1
KOIN-TV				1
ABC17 TV				1
Oregon State University				2
OSU Cascades				
Washington State University				
Arizona State University				
Bates College				
Oregon Association of Broadcasters				
National Association of Broadcasters				
Society of Broadcast Engineers				
TV News Check				5
Craigslist.com				44
Indeed.com				
Facebook				
Spots & Dots				
TV Technology Magazine				
Word of Mouth				2
Past interns				11
Unknown				17
Referral Source				3
In House				3
LinkedIn				
Total				119
E. Outreach Activities				See Attached

Sources with an asterisk (*) denote organizations that have requested notification of full-time job vacancies.

Recruiting posting tracking list

POSITION:

Job Opening	Date	Posted to:
Corporate web site		careers.stjoelive.com
KTVZ		ktvz.com
tvjobs.com		Post on-line at www.tvjobs.com
Oregon Employment Office		<Denise.A.TAYLOR@oregon.gov>
COCC		www.cocccstudentjobs.com.
Oregon Media Central		oregonmediacentral.com
Medialine		Post on-line at www.medialine.com
Arizona State University		Annual job fair
Washington State University		communication@wsu.edu
University of Oregon		https://career.uoregon.edu/employers
Oregon State University		oregonstate.edu/careers/
Oregon Association of Broadcasters		theoab@theoab.org
Oregon Film Office		fax to 503-229-6869
Bates College		bcdc@bates.edu
Clackamas College		https://www.clackamas.edu/
Ad Fed		director@adfedco.org or wendy@smartz.com
National Association of Broadcasters		nab.org
Other (specify)		
Craigslist		www.craigslist.com
Facebook		https://www.facebook.com/KTVZ21/
Society of Broadcast Engineers Magazine		SBE JobsOnline System
Broadcast Engineering Magazine		susan.schaefer@penton.com
TV Technology Magazine		cfreeland@imapub.com
Spots & Dots Magazine		http://www.spotsndots.com/
The Bulletin		classified3@bendbulletin.com
LinkedIn.com		LinkedIn.com
Job Thread		Lostremote.com
KOIN-TV		KOIN.com
ABC17-TV		Internal positing
Internal Candidates		Internal positing

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title:	Account Manager NBC (2 positions filled)	Date Filled:	9/25/2017
			9/11/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				2	1	1
Oregon Employment office						
LinkedIn				1	1	1
Indeed.com				16		
Oregon State University				1	1	
Past employee				1	1	
Unknown						
Reference				1		
In House						
TOTAL				22	4	2

C. Attachments

- * Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)
- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Business Manager Date Filled: 8/14/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				2	1	1
Oregon Employment Office				1		
Indeed.com				31	3	
Craigslist				18	5	
On-Air Commercial				5	0	
Facebook						
LinkedIn						
Unknown						
Reference				1	1	
In House				2	1	
TOTAL				60	11	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: IT Engineer Date Filled: 7/26/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website				1		
KTVZ.com				2	1	1
Oregon Employment office						
Indeed				11	1	
Craigslist						
Facebook						
Society of Broadcast Engineers				1		
Unknown						
Reference				1	1	
In House						
TOTAL				16	3	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Commercial Producer Date Filled: 7/14/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				2		
TVJobs.com						
Oregon Employment office				1		
Facebook				1		
LinkedIn						
Unknown						
Reference				2		
In House						
Indeed.com				15	6	1
Facebook						
TOTAL				21	6	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: News Intern Date Filled: 6/26/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Clackamas College				1	1	1
Corporate Website						
KTVZ.com						
TVJobs.com						
Oregon Employment office						
COCC						
Medialine						
Washington State University						
University of Oregon						
OSU Cascades Career Fair						
Facebook						
LinkedIn						
Indeed.com						
In House						
Referrals						
Unknown						
TOTAL				1	1	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title:	Producer (3 positions filled)	Date Filled:	6/17/2017
			5/30/2017
			3/6/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral	Hired
Corporate Website							
KTVZ.com				7	1		
TVJobs.com				5	2		1
Oregon Employment Office							
OAB							
COCC							
KOIN				1	1		
ABC17				1	1		
KRDO				1			
LinkedIn				1			
University of Missouri				2			
Medialine							
University of Oregon							
Oregon State University							
Past Employee				1	1		
Unknown				4	3		
Reference				3	3		2
In House							
TOTAL				26	12		3

C. Attachments

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E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Chief Engineer Date Filled: 6/11/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website				1		
KTVZ.com				2	1	
Oregon Employment Office						
Indeed				10	3	
Craigslist						
Society of Broadcast Engineers				2		
NAB				1		
TV News Check						
Word of Mouth						
Unknown				4	1	
Reference						
In House				1	1	1
TOTAL				21	6	1

C. Attachments

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E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: **MMJ** Date Filled: **6/5/2017**

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website				1		
KTVZ.com				9	1	1
TVJobs.com				1		
COCC						
Oregon Media Central						
Medialine						
University of Oregon				1		
Oregon State University						
Washington State University						
Word of Mouth						
Unknown				2		
Reference						
In House						
TOTAL				14	1	1

C. Attachments

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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Sales Intern Date Filled: 6/5/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				3	2	1
TVJobs.com						
COCC				2	1	
Medialine						
University of Oregon						
Word of Mouth						
Unknown				2	1	
TV Commercial				1		
Worksource				1		
Reference				1		
In House						
OSU				2		
Indeed.com						
TOTAL				12	4	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Account Manager NBC Date Filled: 5/15/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				4	3	
TVJobs.com						
Oregon Employment Office						
Facebook						
Indeed.com				22	8	1
On Air Commercial				7	4	
Oregon State University				1	1	
LinkedIn				2	1	
Word of Mouth						
Unknown				6	2	
Reference				8	6	
In House						
TOTAL				50	25	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Technical Director Date Filled: 4/26/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				3	1	1
Oregon Employment Office						
Indeed.com				15	6	
Facebook						
TV Jobs.com				1		
LinkedIn				1	1	
Word of Mouth						
Unknown						
Reference						
In House						
TOTAL				20	8	1

C. Attachments

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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Traffic Coordinator Date Filled: 3/7/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com						
Oregon Employment Office						
COCC						
Word of Mouth						
Unknown						
Reference				1	1	1
In House						
TOTAL				1	1	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Sales Assistant Date Filled: 3/6/2017

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				3	1	
Oregon Employment office				2	2	
COCC						
Medialine						
University of Oregon						
Word of Mouth						
On Air Commercial				3	2	
Reference				1	1	1
In House						
Indeed.com						
Facebook						
TOTAL				9	6	1

C. Attachments

- * Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and internet postings, etc.)
- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Reporter Producer Date Filled: 10/12/2016

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				3		
TVJobs.com				29	1	1
COCC						
Oregon Media Central						
Medialine				1		
Word of Mouth				1		
Unknown						
Reference				1		
In House						
TOTAL				35	1	1

C. Attachments

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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: On-Air Tech

Date Filled:

11/14/2016

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				3	2	
Oregon Employment Office						
COCC						
Facebook						
On air commercial				5	1	
Indeed.com				25	7	1
Craigslist				6		
Word of Mouth						
Unknown				7	2	
Reference				2	2	
In House						
TOTAL				48	14	1

C. Attachments

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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Promotions Producer

Date Filled: 11/30/2016

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				1		
Oregon Employment Office						
Facebook						
LinkedIn						
WorkSource				1		
Indeed.com				12	4	1
Word of Mouth						
Unknown				3	1	
Reference						
In House				1	1	
TOTAL				18	6	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title: Account Manager FOX

Date Filled: 12/12/2016

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				1	1	
OAB						
Indeed.com				22	6	1
Craigslist						
TV Commercial				1		
Word of Mouth						
Unknown				4	1	
Reference				2	2	
In House						
TOTAL				30	10	1

C. Attachments

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- * Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities

See Attached

EEO REPORT
NPG of Oregon, LLC
October 1, 2016 – September 30, 2017

Other Activities (#16)

September 2016 – June 2017: Bob Shaw taught Meteorology at Bend Senior High School. It was a two semester class that met 7th period, Monday through Friday teaching students to become meteorologists with an emphasis on meteorology careers.

Career Fairs (#4)

October 6, 2016: Career Fair; Oregon Youth Challenge Program. Bob Shaw attended

March 1, 2017: Danette Kelly attended the OSU/COCC Career Fair

September 26, 2017: Pedro attended a career fair for Big Brothers Big Sisters of Central Oregon

Educational Institution Activities (#10)

March 1, 2017: Corporate recruiting at Arizona State University – Nic Moye attended

March 9, 2017: Corporate recruiting at Kansas State University

March 9, 2017: Corporate recruiting at University of Kansas

March 16, 2017: Corporate recruiting at University of Missouri

May 5, 2017: Hosted the OSU-Cascades Career Crawl. A group of students toured the studio and met with Lee and Danette about Marketing and Communications.