

KTVZ-TV and KPXO-LD Bend, Oregon

A. Full-Time Vacancies Filled During Past Year (10/1/17 through 9/30/18)

Job Title: News Producer / Reporter	1	FT	Date Filled:	10/2/2017
Job Title: Local Sales Manager	2	FT	Date Filled:	10/9/2017
Job Title: On-Air Technician	3	PT	Date Filled:	11/28/2017
Job Title: Account Manager	4	FT	Date Filled:	11/6/2017
Job Title: Account Manager	5	FT	Date Filled:	1/22/2018
Job Title: IT Engineer	6	FT	Date Filled:	5/29/2018
Job Title: Account Manager	7	FT	Date Filled:	6/18/2018
Job Title: Account Manager	8	FT	Date Filled:	6/18/2018
Job Title: News Intern	9	FT	Date Filled:	6/25/2018
Job Title: Sales Intern	10	FT	Date Filled:	6/25/2018
Job Title: Morning Producer	11	FT	Date Filled:	7/30/2018
Job Title: Account Manager	12	FT	Date Filled:	7/30/2018
Job Title: Producer	13	FT	Date Filled:	9/5/2018
Job Title: MMJ	14	FT	Date Filled:	9/24/2018

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

Source	Contact Person	Address	Tel #	Referred person hired?
See Attached				
				14

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

40

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
Corporate website				3
On Air Commercial				1
KTVZ.com				8
TV Jobs.com				
Medialine				
WorkSource - Oregon Employment Office				
Central Oregon Community College				
National Association of Broadcasters				
University of Oregon				1
Oregon State University				
OSU Cascades				
Washington State University				
Arizona State University				
Magid Media				1
Oregon Association of Broadcasters				
Craigslist.com				12
Indeed.com				1
Facebook				
Spots & Dots				
TV News Check				
Word of Mouth				
Twitter				1
Unknown				
Referral				8
In House				
LinkedIn				4
Total				40

E. Outreach Activities

See Attached

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

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled	
1. Number of full-time positions filled	1
2. Number of full-time positions not filled	0
3. Total number of full-time positions	1
4. Percentage of full-time positions filled	100%

Job Title:	MMJ				Date Filled:	9/24/2018
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B. Recruitment/Referral Sources									
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Source	Contact	Address	Tel#	Referred	Interviewed	Referral	Hired
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Corporate Website					
KTVZ.com			2		
TVJobs.com					
Intern program			2		
Facebook			1		
Monster.com					
Medialine			1		
Indeed.com			2	1	
Internal			1		
Word of Mouth					
Unknown			2		
Referral			1	1	1
In House					
TOTAL			12	2	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.)	
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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

[illegible]

E. Outreach Activities

[illegible]

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled		B. Full-Time Vacancy Not Filled		C. Full-Time Vacancy Filled		D. Full-Time Vacancy Not Filled		E. Full-Time Vacancy Filled		F. Full-Time Vacancy Not Filled		G. Full-Time Vacancy Filled		H. Full-Time Vacancy Not Filled		I. Full-Time Vacancy Filled		J. Full-Time Vacancy Not Filled		K. Full-Time Vacancy Filled		L. Full-Time Vacancy Not Filled		M. Full-Time Vacancy Filled		N. Full-Time Vacancy Not Filled		O. Full-Time Vacancy Filled		P. Full-Time Vacancy Not Filled		Q. Full-Time Vacancy Filled		R. Full-Time Vacancy Not Filled		S. Full-Time Vacancy Filled		T. Full-Time Vacancy Not Filled		U. Full-Time Vacancy Filled		V. Full-Time Vacancy Not Filled		W. Full-Time Vacancy Filled		X. Full-Time Vacancy Not Filled		Y. Full-Time Vacancy Filled		Z. Full-Time Vacancy Not Filled																																																	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

Job Title:	Producer				Date Filled:	9/5/2018

[illegible]

Source	Contact	Address	Tel#	Referred	Interviewed	Referral	Hired
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Corporate Website				4	2	
KTVZ.com				8	1	
TVJobs.com				5		
Facebook						
Monster.com				1		
Medialine						
University of Oregon						
Oregon State University						
Washington State University						
TV Commercial				1		
Arizona State University / Cronkite				1		
KOIN TV				2		
Indeed.com				19	2	
Twitter				1	1	
LinkedIn				1		
Internal				2		
Word of Mouth				1		
Unknown				9		
Referral				5	1	1
In House						
TOTAL				60	7	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.)	
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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)	
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[illegible]

F. Outreach Activities									
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E. Outreach Activities						
		See Attached				

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled	
1. Number of full-time positions filled	1
2. Number of full-time positions not filled	0
3. Total number of full-time positions	1
4. Percentage of full-time positions filled	100%

Job Title:	Morning Producer		Date Filled:	7/30/2018
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[illegible]

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
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Corporate Website				1	1
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KTVZ.com				6	4	1
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TVJobs.com						
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ABC17News				1		
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Medialine						
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University of Oregon					
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Oregon State University					
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Washington State University					
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Facebook						
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Magid Media				1	1	
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Word of Mouth						
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Unknown				2	
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Referral				1	
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In House						
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TOTAL				12	6	1
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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.)	
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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)
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E. Outreach Activities									
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KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title:	Account Manager				Date Filled:	7/30/2018
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B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				1		
TVJobs.com						
Facebook						
TV Commercial				3	1	
Indeed.com				9	2	1
Word of Mouth						
Unknown						
Referral				1		
In House				1		
TOTAL				15	3	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:	Sales Intern				Date Filled:	6/25/2018
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B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				4	1	1
TVJobs.com						
Medialine						
University of Oregon						
Oregon State University						
Washington State University						
Word of Mouth						
Unknown						
Referral				1		
In House						
TOTAL				5	1	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	
1. Number of full-time positions filled	1
2. Number of full-time positions not filled	0
3. Total number of full-time positions	1
4. Percentage of full-time positions filled	100%

Job Title:	News Intern				Date Filled:	6/25/2018

B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral	Hired
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[illegible][illegible]

KTVZ.com						
TVJobs.com						

TV5059.com						
Medialine						

University of Oregon				1	1	
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Oregon State University					
Washington State University					

Washington State University				
University of Missouri			1	

[illegible]

Unknown						
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Referral				2	2	1
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In House						
TOTAL				4	2	4

TOTAL				4	3	1

CONCLUSIONS

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

[illegible]

E. Outreach Activities

[illegible][illegible][illegible][illegible]

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KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title:	Account Manager (2 positions)			Date Filled:	6/18/2018
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B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				3		
TVJobs.com						
Facebook						
TV Commercial						
Indeed.com				26	4	2
Word of Mouth						
Unknown						
Referral						
In House				1	1	
TOTAL				30	5	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:	IT Engineer				Date Filled:	5/29/2018
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B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				2	1	
TVJobs.com						
Oregon Employment Office						
Facebook				1		
Monster.com				1		
TV Commercial				2		
Indeed.com				21	2	
Craigslist						
Society of Broadcast Engineers						
Word of Mouth						
Unknown						
Referral				1	1	1
In House						
TOTAL				28	4	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

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Job Title:	Account Manager			Date Filled:	1/22/2018
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B. Recruitment/Referral Sources									
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Source	Contact	Address	Tel#	Referred	Interviewed	Referral	Hired
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Corporate Website						
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[illegible]

Facebook						
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TV Commercial						
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Indeed.com						
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Word of Mouth						
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[illegible]

Referral				1	1	1
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In House						
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TOTAL				1	1	1
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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.)	
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* Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes etc.)

E. Outreach Activities									
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See Attached

KTVZ-TV Bend, Oregon

A. Full-Time Vacancy Filled

Job Title:	Account Manager				Date Filled:	11/6/2017
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B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				1		
TVJobs.com						
Facebook				2		
TV Commercial				1		
Bates College						
Indeed.com				11		
Word of Mouth						
Unknown						
Referral				1	1	1
In House				2	2	
TOTAL				18	3	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:	Part time On-Air Tech			Date Filled:	11/28/2017
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B. Recruitment/Referral Sources

Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website						
KTVZ.com				2	1	
TVJobs.com						
Oregon Employment Office						
Indeed.com				20		
Craigslist						
Facebook				1	1	1
Word of Mouth						
Unknown				1		
Referral				1	1	
In House						
TOTAL				25	3	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:	Local Sales Manager	Date Filled:	10/9/2017
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B. Recruitment/Referral Sources									
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Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
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[illegible][illegible]

Indeed.com						10	1	1
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					10	1	1
Word of Mouth							

Unknown						
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[illegible][illegible]

TOTAL				10	1	1
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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.)	
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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				
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KTVZ-TV Bend, Oregon						
A. Full-Time Vacancy Filled						
Job Title:	News Producer / Reporter				Date Filled:	10/2/2017
B. Recruitment/Referral Sources						
Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website				6		
KTVZ.com						
TVJobs.com						
Medialine						
Word of Mouth						
Unknown						
Reference						
In House				1	1	1
TOTAL				7	1	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				

Job Title:	News Producer / Reporter	Date Filled:	10/2/2017
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Source	Contact	Address	Tel#	Referred	Interviewed	Referral Hired
Corporate Website				6		
KTVZ.com						
TVJobs.com						
Medialine						
Word of Mouth						
Unknown						
Reference						
In House				1	1	1
TOTAL				7	1	1

[illegible]

		See Attached				

Recruiting posting tracking list

POSITION:

Job Opening	Date	Posted to:	
Corporate		jennifew@npgco.com	
Corporate web site		careers.siljolive.com	
KTVZ		ktvz.com	
tvjobs.com		Post on-line at www.tvjobs.com	
Oregon Employment Office		Shannon.L.Houston@oregon.gov	
COCC		www.coccastudentjobs.com	
Oregon Media Central		oregonmediacentral.com	
Medialine		Post on-line at www.medialine.com	
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	
Ad Fed		director@adfedco.org or wendy@smartz.com	
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		cfreeand@imapub.com	
The Bulletin		classified3@bendbulletin.com	
LinkedIn.com		LinkedIn.com	
Job Thread		Lostremote.com	

EEO REPORT
NPG OF OREGON
October 1, 2017 – September 30, 2018
Outreach Initiatives

Career Fairs and Community Group Activities (#4)

October 5, 2017 – Career Fair at Oregon Youth Challenge Program
October 16 & 17, 2017 – Bob Shaw taught weather at Oregon Youth Program; 2-hour classes
November 30, 2017 – Bob Shaw speaker: Oregon Youth Challenge Program Send Off
February 16, 2018 – Bob Shaw guest speaker: Rotary dinner
April 5, 2018 - Career Fair: Oregon Youth Challenge Program
September 24-25, 2018 – Bob Shaw taught weather class The Oregon National Guard Youth Challenge Program

Educational Institution Activities (#10)

October 11, 2017 – Station tour: Bridge Charter Academy
October 13, 2017 – Station tour: Bridge Charter Academy
October 26, 2017 – Station tour: Central Christian Academy
November 10, 2017 – Station tour: Girl Scouts
November 14, 2017 – Station tour: 7-Peaks Kindergarten
November 17, 2017 – Station tour: Rosalind Elementary 3rd grade
December 6, 2017 – Station tours (2): Ponderosa Elementary
December 7, 2017 - Weather presentation: 7 Peaks Elem 3rd grade
December 11, 2017 – Station tour: Sisters Christian Academy
December 13, 2017 – Station tours (2): Ponderosa Elem 2nd grade
March 2, 2018 - Read Across America; Vern Patrick Elem
March 6, 2018 – Station tour: 3 Rivers School
March 22, 2018 – Station tour: Morning Star Christian School
April 5, 2018 - Weather presentation: Pacific Crest Mid School
April 11, 2018 – Station tour: Aspen Ridge
April 25, 2018 – Station tour: St Thomas Academy; K-garten
May 9, 2018 – Station tour: La Pine HS Careers class
June 1, 2018 – Station tour: Pilot Butte MS journalism class

Internship (#5)

The station hosted two interns during this year – one in news and one in sales. Students had an opportunity to learn hands-on about broadcast careers. The interns were students from University of Oregon.