

KNOD EEO PUBLIC FILE REPORT

October 1, 2015 to September 30, 2016

I. A. Sales Manager

1. DATE POSITION FILLED: 12/15/15
2. REFERRING HIRE: Non-Employee Referral
3. RECRUITMENT SOURCES: USED ALL SOURCES LISTED BELOW.

B. Sales Manager

1. DATE POSITION FILLED: 02/02/2016
2. REFERRING HIRE: KNOD Radio Ad
3. RECRUITMENT SOURCES: USED ALL SOURCES LISTED BELOW.

II. Master Recruitment Source List

1. Harlan Tribune/News Advertiser/PennySaver/Rocket
Attn: Lori Christensen
1114 7th Street
Harlan, IA 51537
Phone: 712-755-3111
FAX: 712-755-3324
2. Iowa Workforce Development
Carroll, Iowa
FAX: 712-792-6605
3. Iowa Workforce Development
Council Bluffs, Iowa
FAX: 712-242-2155
4. Iowa Western Community College
Attn: M. Bandur-Electronic Media Studies
2700 College Road
Council Bluffs, IA 51503
E-Mail: MBANDUR@iwcc.edu
5. Iowa Broadcasters Association Job Bank Website
P O Box 71186
Des Moines, IA 50325
Phone: 515-224-7237
Fax: 515-224-6560

E-Mail: Webmaster@IowaBroadcasters.com

6. KNOD Radio (On-Air)
7. KNOD Website (WWW.KNODFM.COM)
8. Employee Referral
9. Non-Employee Referral
10. Mail-In, Walk-In, E-Mail by Applicant

III. RECRUITMENT INITIATIVES

1. Harlan Community High School Career Day

Staff spoke with students from Harlan Community High School during career event at school.

2. Internship Program

Employed 2 high school students and trained them to perform on-air duties. Those duties include meter readings, on-air delivery and board operation.

3. Speaking at Community Events

Staff spoke at community group meetings and events about working in radio and the various opportunities available.

4. Voice of Democracy

Staff helped area high school students to record "Voice of Democracy" speeches, instructing them on how to create professional-sounding recordings.

5. HCMS 8TH GRADE ENGLISH CLASS

Staff spoke with the class about working in radio for their unit on broadcasting. Answered questions and encouraged students to come in and apply for our internship program.

6. HARLAN COMMUNITY 5TH GRADE CLASS

Staff assisted in recording Red Ribbon Week "Raps" that were aired on KNOD. Also answered questions and explained what areas students should study to be able to work in Radio someday.

7. HCMS 6TH GRADE CLASS

Staff spoke with class about writing effective recycling PSA's. Assisted in writing and recording, then judged them and aired the 4 best.

EEO Narrative Statement

Several recruitment initiatives were utilized by KNOD in the last year. In March 2016, members of our staff spoke with students at the HCHS career day in Harlan. We have KNOD student and adult on-air internship programs, we participate in the area Voice of Democracy Program.

Plus members of our staff have gone out into the community to speak at various group meetings and area events. Those meetings and events include:

October 2015: Harlan Community 5th Grade Class- Red Ribbon Week Raps

November 2015: Local Boy Scout Troop

March 2016: Harlan Career Fair

April 2016: Judged Advertising Projects for sophomore class at Harlan Community High School.

May 2016: Harlan Community Middle School "TAG" Group

September 2016: Concerned, INC. client job shadowed on-air personnel