

**KOA, KKZN, KHOW, KBCO-FM, KBPI, KRFX, KFMD & KTCL**

**EEO PUBLIC FILE REPORT  
MARCH 10, 2003 - NOVEMBER 30, 2003<sup>1</sup>**

**I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Account Executive KFMD	1-17; 20-34	33
Account Executive KKZN	1-17; 20-34	34
Traffic Manager	1-17; 20-34	34
Traffic Manager	1-17; 20-34	33
AM Technical Producer	1-17; 20-34	34
KFMD On Air Talent (Evenings)	1-17; 20-34	33
Nat'l Sales Assistant	1-17; 20-34	34
AM Director of Programming	1-17; 20-34	34
KTCL Music Director/On Air Talent	1-17; 20-34	34
Continuity Coordinator	1-17; 20-34	33
KFMD On Air Talent	1-17; 20-34	34
Receptionist	1-17; 20-34	33
KBPI Promotions Director	1-17; 20-34	32
Business Office Assistant	1-17; 20-34	24
KOA Asst. News Director	1-17; 20-34	33
FM Web Content Manager	1-34	33
AM Web Content Manager	1-34	32
KOA SR. Sports Account Executive	1-17; 20-34	34
KKZN Account Executive	1-17; 20-34	34
Billing Coordinator	1-17; 20-34	24
Network Administrator	1-34	32
KBPI Traffic Manager	1-17; 20-34	31
KBPI Account Executive	1-17; 20-34	33
KKZN/KHOW Promotions Assistant	1-17; 20-34	32
KOA SR. Sports Account Executive	1-17; 20-34	34
Assistant to the Director of Operations	1-17; 20-34	33
KOA Promotions Director	1-17; 20-34	32

<sup>1</sup> This report provides recruitment data collected through November 20, 2003. This report was revised in November 2004 to address minor formatting discrepancies.



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**II. MASTER RECRUITMENT SOURCE LIST (MRSL)**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS over 12-month period</b>
1	The Gathering Place 1535 High Street, DENVER CO 80246-1226 Career Services (303) 321-4198	N	0
2	Mi Casa Resource Center For Women 3025 W 37 Avenue, DENVER CO 80211-2713 Job Announcement Board 303 455-5820 Job posting announcement	N	0
3	Asian Chamber Of Commerce 930 W 7 Avenue, Denver CO 80204 John Wright ACC Executive Director Tel - 303.595.9737 Fax (303) 595- -8880	N	0
4	Denver Hispanic Chamber Of Commerce, Inc. 924 W. Colfax Ave. Denver CO 80204 Career Postings (303) 534-7783 Fax (303) 595.8977	N	0
5	Black Chamber Of Commerce 2100 Downing Denver CO 80205 Ross, Job Announcement (303) 831-0720 Fax (303) 831-0755	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
6	National Broadcasting Training Network 120 W. Dayton Street #c-1 Edmonds, WA 98020 Tom Mansfield 888.767.2346 Fax 425.775.1617	N	0
7	Colorado Broadcasters Association P.O. Box 2369 Breckenridge Colorado 80424 Marilyn Hodges <a href="http://www.e-cba.org">www.e-cba.org</a> <a href="mailto:cobroadcasters@earthlink.net">cobroadcasters@earthlink.net</a>	Y	0
8	Arapahoe Community College 5900 South Santa Fe Drive, Littleton Co 80160 Jan McLees 303.797-5809 Fax 303.797.5926	N	0
9	Services De La Raza 4055 Tejon Denver Colorado 80211 Fabian Phone: 303.458.5851 fax: 303.455-1332	N	0
10	Black Women's Center 4821 East 38 <sup>th</sup> Avenue Denver Colorado 80207 Hazel 303.355.3488	N	0
11	University of Colorado - Denver Career Center, Campus Box 138, PO Box 173364, Denver, CO 80217- Lissa Gallagher <a href="mailto:Career@carbon.cudenver.edu">Career@carbon.cudenver.edu</a> 303-556-2250 f 303-556-4728	Y	0
12	Career Services at The Metropolitan State College of Denver Campus Box 68; PO Box 173362; Denver, CO 80217; Brenda Sabo 303-556-3664 Fax 303-556-4035	Y	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
13	Community College of Denver P.O. Box 173363, Denver, CO 80217-3363 Gil Peterson 303-556-6202 Fax (303)-556-6851	N	0
14	University of Denver Driscoll Center South #46, 2050 East Evans, Denver, CO 80208-2150 Nancy Pool Morgan 303-871-2150 Fax 303-871-4335	Y	0
15	Denver Indian Center Inc. 4407 Morrison Road, Denver CO 80219 Anna Selan Mitchell 303.936-2699	N	0
16	Colorado State University - Denver 110 16 <sup>th</sup> Street, Denver, CO 80202 Cathrine Sees 303-772-5185 Fax 303-436-1695	Y	0
17	Emily Griffith Opportunity School 1250 Welton Street Denver CO 80204 Chris McGuire 303-575-4700 Fax 303-575-4840	Y	0
18	Information Technology Institute 410 - 17th Street, Suite 1400, Denver, Colorado 80202 Frank Traditi 720-359-9192 ext. 224 Fax 720-359-8023	N	0
19	Art Institute of Colorado 1200 Lincoln Street, Denver, CO 80203 Linda McDonnel 303-837-0825 ext. 4774 Fax 303-860-8520	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
20	National Affirmative Action Center 3500 S. Quintero Aurora CO 80013 Job Posting Announcement 303.699.8525	N	0
21	Colorado Press Association 1336 Glenarm Place Denver, Colorado 80204 Phone: 303/571-5117; fax: 303.699.8525	N	0
22	National Association of Broadcasters Employment Clearinghouse 1771 North Street N.W., Washington D.C. 20036 Karen Hunter 202.429.5498 Fax 202.721.8776	N	0
23	NAACP 2823 Fairfax Street, Denver Colorado 80227 LESLIE GUNN fax: 303.321.6430	N	0
24	The Urban League of Metro Denver, Inc. 5900 E. 39 <sup>th</sup> Ave Denver Colorado 80207 Ron Howard Phone: 303.388.5661 Fax: 303.321.1745	Y	2
25	Ohio Center for Broadcasting 1310 Wadsworth, Lakewood CO 80214 Ftiz Homann 303.937-7070 Fax 303.975.0386	Y	0
26	COLORADO WOMENS CHAMBER OF COMMERCE 2150 W. 29th Ave., Ste. 325 Denver, CO 80211 Career Center Job Posting Announcements	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
27	University of Colorado Boulder Campus 133 UCB Boulder CO 80309-0133 Career Services Center	Y	0
28	University of Northern Colorado Campus Box 58 Greeley CO 80639 Career Services	Y	0
29	Platt College 3100 South Parket Road Ste 200 Denver CO 80224 Career Services/Job Announcements	N	0
30	Colorado State University Pueblo 2200 Bonforte Blvd. Pueblo CO 81001 Student Services Career Center Ammons Hall	N	0
31	Denver Post Newspaper Agency 1560 Broadway Denver, Colorado 0202 Karen Market Fax 303.820.1143	N	1
32	<a href="http://www.hirediversity.com">www.hirediversity.com</a>	N	9
33	Clear Channel Colorado Jobline- 303.713.8799 (advertised on station websites)	N	8
34	Internal Employee referrals	N	10
<b>TOTAL INTERVIEWEES OVER 12-MONTH PERIOD</b>			<b>30</b>

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**III. RECRUITMENT INITIATIVES**

	<b>TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)</b>	<b>BRIEF DESCRIPTION OF ACTIVITY</b>
<b>1</b>	Participated in job fairs	<p>March 12, 2003-Participated in the Urban League of Metropolitan Denver, Inc.'s Annual Adult Job Fair in Denver, Colorado. The SEU's Local Sales Managers and Human Resources Manager attended the event.</p> <p>March 5, 2003-Participated in the Colorado State University Pueblo Spring 2003 Career Fair in Pueblo, Colorado. The SEU's News Director attended the event.</p> <p>April 11, 2003-Participated in the Denver Hispanic Chamber of Commerce's Procurement Exposition &amp; Bilingual Job Fair in Denver, Colorado. The SEU's Human Resources Manager, Account Executive, and Local Sales Manager attended the event.</p>
<b>2</b>	Participated in activity reasonably calculated to disseminate information about broadcasting employment opportunities	2/26/03-Participated in an Internship fair hosted by the University of Colorado at Boulder in Boulder, Colorado. The SEU's Human Resources Manager and Promotions Assistant attended the event.
<b>3</b>	Participated in event sponsored by groups interested in broadcast employment issues	4/17/03-Participated in the Colorado Press Association's Internship & Career Workshop for minority students in conjunction with the Colorado Broadcasters Association. The SEU's Market Manager and Human Resources Manager discussed broadcasting careers and job opportunities with students at the event.
<b>4</b>	Internship Program	Students from various colleges and universities participated in the SEU's

		<p>internship program during the summer and fall semesters covered by the reporting period. Interns are assigned to work in particular departments.</p> <p>During the summer semester, 38 interns worked at the SEU. Interns worked in the Promotions, Internet, News, Production, Sports, Music, and Engineering departments. Some interns were also assigned to work for specific on-air shows, such as the Morning Show.</p> <p>During the fall semester, 23 interns worked at the stations. Interns worked in the Promotions, Programming, and Production departments during that semester. Some interns were also assigned to work for specific on-air shows, such as the Morning Show.</p>
5	Internet Program Designed To Promote Outreach Generally	<p>Our job openings are posted on <a href="http://www.hirediversity.com">www.hirediversity.com</a>, which provides extensive job hunting advice and background information in addition to individual job listings.</p>