

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

**EEO PUBLIC FILE REPORT  
DECEMBER 1, 2003 - NOVEMBER 30, 2004<sup>1</sup>**

**I. VACANCY LIST**

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

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
AM Programming Assistant	1-17; 20-35	32
KFMD/KRFX/KBPI Sales Promotions Director	1-17; 20-35	33
KOA Rockies Producer	1-17; 20-35	27
KBPI Morning Show Producer	1-17; 20-35	33
FM Sales Promotions Assistant	1-17; 20-35	33
HR Clerical Assistant	1-17; 20-35	33
Sports Accountant	1-17; 20-35	34
CCC Director of Sales	1-17; 20-35	33
PC Technician	1-17; 20-35	32
KOA Account Executive	1-17; 20-35	32
AM Sales Assistant	1-17; 20-35	34
CCC Executive Assistant	1-17; 20-35	34
Business Office Assistant	1-17; 20-35	24
Am Programming Director	1-17; 20-35	32
FM Programming Assistant	1-17; 20-35	16
KBCO Receptionist	1-17; 20-35	27
Billing Coordinator	1-17; 20-35	33
KOA News Reporter	1-17; 20-35	32
KOA University of Colorado Sports Anouncer/Director	1-17; 20-35	32
Receptionist	1-17; 20-35	31
KRFX Account Executive	1-17; 20-35	32
KBPI Account Executive	1-17; 20-35	32
KRFX Account Executive	1-17; 20-35	32
KOA News Reporter	1-17; 20-35	33
KTCL Account Executive	1-17; 20-35	32
KKZN/KBCO Account Executive	1-17; 20-35	34
KFMD Account Executive	1-17; 20-35	32

<sup>1</sup> This report provides recruitment data collected from November 21, 2003 through November 20, 2004.



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

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	The Gathering Place 1535 High Street, DENVER CO 80246-1226 Career Services (303) 321-4198	N	
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	
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	
4	Denver Hispanic Chamber Of Commerce, Inc. 924 W. Colfax Ave. Denver CO 80204 Career Postings (303) 534-7783 Fax-(303) 595.8977	N	
5	Black Chamber Of Commerce 2100 Downing Denver CO 80205 Ross, Job Announcement (303) 831-0720 Fax (303) 831-0755	N	
6	National Broadcasting Training Network 120 W. Dayton Street #c-1 Edmonds, WA 98020 Tom Mansfield 888.767.2346 Fax 425.775.1617	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
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	
8	Arapahoe Community College 5900 South Santa Fe Drive, Littleton Co 80160 Jan McLees Phone-303.797-5809 Fax-303.797.5926	N	
9	Services De La Raza 4055 Tejon Denver Colorado 80211 Fabian 303.458.5851 f 303.455-1332	N	
10	Black Women's Center 4821 East 38 <sup>th</sup> Avenue Denver Colorado 80207 Hazel 303.355.3488	N	
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	
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	
13	University of Denver Driscoll Center South #46, 2050 East Evans, Denver, CO 80208-2150 Nancy Pool Morgan 303-871-2150 Fax 303-871-4335	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
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	
15	Denver Indian Center Inc. 4407 Morrison Road, Denver CO 80219 Anna Selan Mitchell 303.936-2699	N	
16	Colorado State University - Denver 110 16 <sup>th</sup> Street, Denver, CO 80202 Cathrine Sees 303-772-5185 Fax 303-436-1695	Y	1
17	Emily Griffith Opportunity School 1250 Welton Street Denver CO 80204 Chris McGuire 303-575-4700 Fax 303-575-4840	Y	
18	Information Technology Institute 410 - 17th Street, Suite 1400, Denver, Colorado 80202 Frank Traditi 720-359-9192 ext. 224 Fax 720-359-8023	N	
19	Art Institute of Colorado 1200 Lincoln Street, Denver, CO 80203 Linda McDonnel 303-837-0825 ext. 4774 Fax 303-860-8520	N	
20	National Affirmative Action Center 3500 S. Quintero Aurora CO 80013 Job Posting Announcement 303.699.8525	N	
21	Colorado Press Association 1336 Glenarm Place Denver, Colorado 80204 Phone: 303/571-5117; fax: 303.699.8525	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
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	
23	NAACP 2823 Fairfax Street, Denver Colorado 80227 LESLIE GUNN fax 303.321.6430	N	
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	1
25	Ohio Center for Broadcasting 1310 Wadsworth, Lakewood CO 80214 Ftiz Homann 303.937-7070 Fax 303.975.0386	Y	
26	COLORADO WOMENS CHAMBER OF COMMERCE 2150 W. 29th Ave., Ste. 325 Denver, CO 80211 Career Center Job Posting Announcements	N	
27	University of Colorado Boulder Campus 133 UCB Boulder CO 80309-0133 Career Services Center	Y	2
28	University of Northern Colorado Campus Box 58 Greeley CO 80639 Career Services	Y	
29	Platt College 3100 South Parket Road Ste 200 Denver CO 80224 Career Services/Job Announcements	N	1



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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 17, 2004-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. March 31, 2004-Participated in Colorado State University's Media and Communications Career Day in (Ft. Collins, Colorado. The SEU's Human Resources Manager attended this event.</p> <p>November 4, 2004-Participated in the Ohio Center for Broadcasting's Job Fair in Denver, Colorado. The SEU's Human Resources Manager attended this event.</p>
<b>3</b>	Sponsored Job Fair	September 14, 2004-The SEU sponsored the Shomex Diversity Career Fair in Denver, Colorado. The SEU's Human Resources Manager and Local Sales Managers attended the event. The Denver Branch of the NAACP endorsed the event.
<b>4</b>	Participated in event sponsored by groups interested in broadcast employment issues	October 16, 2004-Participated in Career Workshop sponsored by the Colorado Association of Black Journalists. The Workshop was held at the Community College of Denver. The SEU's News Reporter and News Director participated in the event.
<b>5</b>	Internship Program	Students from various colleges and universities participated in the SEU's internship program during the spring, summer, and fall semesters covered by the reporting period. Interns are assigned to work in particular

		<p>departments.</p> <p>During the spring semester, 20 interns worked at the SEU. Interns worked in the Promotions and Sports departments. Some interns were also assigned to work for specific on-air shows, such as the Morning Show.</p> <p>During the summer semester, 30 interns worked at the stations. Interns worked in the Promotions, Production, Sports, Creative Services, Internet, and Engineering departments during that semester. Some interns were also assigned to work for specific on-air shows, such as the Morning Show.</p> <p>During the fall semester, 21 interns worked at the stations. Interns worked in the Promotions, Sports, 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>
	<p>Internet Program Designed To Promote Outreach Generally</p>	<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>