

**KLJB**  
**EEO PUBLIC FILE REPORT**  
**October 1, 2016-September 30, 2017**

**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	1-50	21
Account Executive	1-50	50
Account Executive	1-50	50

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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 Reporting Period
1	See Appendix A	See Appendix A	See Appendix A
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
(etc.)			
<b>TOTAL INTERVIEWEES OVER REPORTING PERIOD</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>	See Appendix B	See Appendix B
<b>2</b>		
<b>3</b>		
<b>4</b>		

KLJB

Appendix B to Annual EEO Public File Report

Coverage period: October 1, 2016 through September 30, 2017

Section 3: Recruitment Initiatives

	<b>Recruitment Initiative</b>	<b>Description</b>
1	Listing openings in a job bank or newsletter of a media trade group with broad-based membership, including participation of women and minorities.	KLJB participates in job banks and internet programs with many organizations including Iowa Broadcasters Association, Iowa Workforce Development, Illinois Department of Employment Security, etc. These organizations have programs designed for community outreach generally, and are not primarily directed to providing notification of specific job vacancies.
2	Participation in job fairs by station personnel who have substantial responsibility for hiring decisions.	WHBF Business Assistant and KLJB Sales Team attended career fair held at a local university (St. Ambrose University). Station personnel met with college students to discuss internship opportunities and distributed brochures describing careers in TV broadcasting. Internship applications and resumes for specific job opening were collected.
3	Participation in job fairs by station personnel who have substantial responsibility for hiring decisions.	WHBF Business Assistant and KLJB Sales Team attended career fair held at a local college (Augustana College). Station personnel met with college students to discuss internship opportunities and distributed brochures describing careers in TV broadcasting. Internship applications and resumes for specific job openings were collected.
4	Participation in activities designed to further the goal of disseminating information about employment opportunities in TV broadcasting to job candidates who might otherwise be unaware of such opportunities.	KLJB created a television spot which airs weekly at varying times during the week. The spot invites job seekers to the Iowa Broadcasters Association online Job Bank. These promotional spots are designed to promote outreach generally and are not directed to providing notification of specific job vacancies.
5	Participation in activities designed to further the goal of disseminating information about employment opportunities in TV broadcasting to job candidates who might otherwise be unaware of such opportunities.	KLJB created a television spot for Account Executive recruitment. The spot invites job seekers to the KLJB website career link. These promotional spots are designed to promote employment at KLJB's sales department.