

KTTS-FM, KSGF-AM/FM, KSPW-FM, KRVI-FM
EEO PUBLIC FILE REPORT
 October 1, 2015 – September 30, 2016

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for the Recruitment Source Data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy¹	Referral Source Referring Hiree
Reporter 1	1-7, 10-17, 19, 27, 29	22
Traffic Coordinator	1-7, 10-17, 19, 27, 30	30
Account Executive 1	1-7, 10-20, 28	28
On-Air Personality 1	1-7, 10-20, 29	22
Program Director 1	1-7, 10-17, 19, 27, 29, 31	22
Sales Assistant	1-17, 19, 27, 32	10
Sales Associate	1-17, 19, 27	17
Account Executive 2 (2 hires)	1-17, 19, 27	17
On-Air Personality 2	1-17, 19, 27, 29	22
Program Director 2	13, 17, 19, 27, 33A-J	22

¹ Please see Section II for details concerning recruitment sources, including sources that have requested notification of vacancies.

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II. MASTER RECRUITMENT SOURCE LIST

RS NUMBER	RECRUITMENT SOURCE INFORMATION	Source Requested Notification Yes/No	Number of interviewees Referred by RS During This Reporting Period
1	American Broadcasting School 712 N. Watson Road, Ste. 200 Arlington, TX 76011 Michelle McConnell michelle@radioschool.com 817-695-2474	Y	0
2	American Indian Center of Springfield 309 N. Jefferson Springfield, MO 65806 Rose Miller aicrmiller@kc.rr.com 417-866-3439	N	0
3	Bates Technical College 2320 S. 19 th Street Tacoma, WA 98405 Fred Monroe skmiller@bates.ctc.edu 253-680-7752	Y	0
4	Central Michigan University 340 Moore Hall Mt. Pleasant, MI 48859 Peter Orlik, Ph.D. orlik1pb@cmich.edu 989-774-3851	Y	0
5	City of Springfield – Missouri Career Center 2900 E. Sunshine Springfield, MO 65804 Amy Robb amy.robbs@ded.mo.gov 417-841-1897	N	0
6	Emerson College 113 Gray Street Arlington, MA 02476 Mary Sullivan careers@emerson.edu 781-646-1077	Y	0
7	Evangel University 1111 N. Glenstone Springfield, MO 65802 Donna Trower career@evangel.edu 417-865-2811 Ext. 7369	N	0

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RS NUMBER	RECRUITMENT SOURCE INFORMATION	Source Requested Notification Yes/No	Number of interviewees Referred by RS During This Reporting Period
8	Lakes County Rehabilitation Center 2626 W. College Springfield, MO 65802 Ryan Edward redward@aoinc.org 417-862-1753	N	0
9	Missouri Broadcasters Association 1025 Northeast Drive Jefferson, MO 65109 Terry Harper tharper@mbaweb.org 573-636-6692	N	0
10	Missouri Career Center 1514 S. Glenstone Springfield, MO 65804 Sheila Schembri sschembri@springfieldmo.gov 417-887-4343	N	2
11	Ohio & Illinois Center for Broadcasting 9885 Rockside Rd, Ste 160 Cleveland, OH 44125 Don Clark dclark@beonair.com 216-503-5900 Ext 1104	Y	0
12	Southern Illinois University-Edwardsville 6 Hairpin Drive Edwardsville, IL 62026 Olivia Tetter careerdevelopment@siue.edu 618-453-2391	Y	0
13	Southern Missouri State University 901 S. National Springfield, MO 65804 Margie Wieland marjoriawieland@missouristate.edu 507-537-7103	N	1
14	Springfield College 1010 W. Sunshine Springfield, MO 65807 Angela Gannon agannon@cci.edu 417-864-7220	N	0

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RS NUMBER	RECRUITMENT SOURCE INFORMATION	Source Requested Notification Yes/No	Number of interviewees Referred by RS During This Reporting Period
15	University of North Texas PO Box 310589 Denton, TX 76203 Phyllis Slocum slocum@unt.edu 940-565-2565	Y	0
16	University of Wisconsin-Oshkosh Radio, TV, Film 800 Algoma Blvd. Oshkosh, WI 54901 Justine Stokes stokes@uwosh.edu 920-424-3133	Y	0
17	Journal Broadcast Group / E.W. Scripps Website 333 W. State Street Milwaukee, WI 53203 Paula Gustin www.journalbroadcastgroup.com 402-593-2751	N	8
18	Ozarkshelpwanted.com One Civic Center Plz, Ste 506 Poughkeepsie, NJ 12601 Debbie Maddox www.osarkshelpwanted.com 800-365-8630	N	0
19	Missouri Southern State University 3950 E. Newman Road Joplin, MO 64802 Nicole Brown www.myinterfase.com/mssu/job 417-625-9300	N	1
20	University of Colorado at Boulder School of Journalism/Mass Communication 1511 University Ave Boulder, CO 80309 Christine Mahoney www.myinterfase.com/cuboulder 303-492-0460	Y	0
21	Employee Referral	N	2
22	Internal Posting / Candidate	N	5

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23	Non-Employee Referral	N	1
24	Self-Referral	N	0
25	Black Executive Exchange 120 Wall Street New York, NY 10005 ci.uljobsnetwork@gmail.com 212-344-5334	N	0
26	Collins College 4750 S. 44 Place Phoenix, AZ 85040 Amy Roberts aroberts@collinscollege.edu 480-446-1112	N	0
27	Drury University 900 N. Benton Springfield, MO 65802 Dean Lynn Hinds https://www.collegecentral.com/drury 417-873-7533	N	0
28	Media Staffing Network Patricia Kincaid www.mediastaffingnetwork.com 607-971-9382	N	2
29	All Access 28955 Pacific Coast Hwy 210 Malibu, CA 90265 http://www.allaccess.com 310 457-6616	N	8
30	KTTS, KSGF, KSPW, KRVI Radio Stations 2330 W. Grand Springfield, MO 65802 417-865-6614	N	2
31	Radio & Music Pros www.ramp247.com	N	0
32	Workable.com	N	0
33 SmartPost	Smartpost.com - free sites through Recruitment Management system used by The E.W. Scripps Company	N	-

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RS NUMBER	RECRUITMENT SOURCE INFORMATION	Source Requested Notification Yes/No	Number of interviewees Referred by RS During This Reporting Period
33 A	America's Job Exchange	N	0
33 B	Flexjobs.com	N	0
33 C	Job.com	N	0
33 D	JuJu.com	N	0
33 E	Oodle.com	N	0
33 F	Rensselaer Polytechnic Institute	N	0
33 G	TheLadders-Jobs need: min 40K, FT	N	0
33 H	Time	N	0
33 I	Tovit U.S.	N	0
33 J	Aboutjobs.com	N	0
TOTAL INTERVIEWEES OVER REPORTING PERIOD:			32

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III. RECRUITMENT INITIATIVES

Outreach Initiative Record Keeping Worksheet

Station(s) Claiming Credit: KTTS-FM; KSGF-AM/FM; KSPW-FM; KRVI-FM

Type of activity listed under Outreach Initiative worksheet: 1. Participation in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions.

Date of station participation: February 23, 2016 12:00 pm – 4:00 pm

Host/Sponsor of activity: MSU (Missouri State University)

Participating employees: Local Sales Manager; General Sales Manager

Brief description of activity and station participation: This Career Expo was sponsored by MSU (Missouri State University). Additional colleges/universities co-hosting: Drury University, Evangel University, College of the Ozarks, Southwest Baptist University. The host(s) set up booths for participating businesses, and we purchased one of those booths. Management who was actively involved in the search for employees attended the event, taking applications and doing interviews with interested students. Qualifications for open positions were discussed, and those positions included: Account Executive (Sales); Web Content Coordinator (Digital); Digital Sales Content Manager (Digital); News Reporter/Anchor (KTTS News); On-Air Talent (KTTS); Sales Assistant (Administration); and On-Air Talent (KSPW).

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Type of activity listed under Outreach Initiative worksheet: 1. Participation in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions.

Date of station participation: September 20, 2016 10:00 am – 2:00 pm

Host/Sponsor of activity: MSU (Missouri State University)

Participating employees: Local Sales Manager; KTTS News Director

Brief description of activity and station participation: This Career Expo was sponsored by MSU (Missouri State University). Additional colleges/universities co-hosting: Drury University, Evangel University, College of the Ozarks, Southwest Baptist University. The host(s) set up booths for participating businesses, and we purchased one of those booths. Management who was actively involved in the search for employees attended the event, taking applications and doing interviews with interested students. Qualifications for open positions were discussed, and those positions included: Account Executive (Sales); News Reporter/Anchor (KTTS News); Sales Assistant (Administration); and Traffic Coordinator (Traffic).

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Outreach Initiative Record Keeping Worksheet

Station(s) Claiming Credit: KTTS-FM; KSGF-AM/FM; KSPW-FM; KRVI-FM

Type of activity listed under Outreach Initiative worksheet: 16. Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

Date of station participation: February 29, 2016 9:00 am – 3:00 pm

Host/Sponsor of activity: Scripps Radio Operations

Participating employees: Local Sales Manager; General Sales Manager

Brief description of activity and station participation: Locally developed recruitment program for individuals to meet our management sales team and find out more about the career opportunities in our Sales department.

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Outreach Initiative Record Keeping Worksheet

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Type of activity listed under Outreach Initiative worksheet: 16. Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

Date of station participation: June 23, 2016 9:00 am – 3:00 pm

Host/Sponsor of activity: Scripps Radio Operations

Participating employees: Local Sales Manager; General Sales Manager

Brief description of activity and station participation: Locally developed recruitment program for individuals to meet our management sales team and find out more about the career opportunities in our Sales department.

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Outreach Initiative Record Keeping Worksheet

Station(s) Claiming Credit: KTTS-FM News; KSGF-FM; KSPW-FM

Type of activity listed under Outreach Initiative worksheet: 8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.

Date of Station Participation: August 8, 2016

Participating employees: KTTS On-Air Personality, Account Executive

Brief description of activity and station participation: At Scripps we have a broad commitment to building our leadership capabilities at all levels of the company. We invest in a nationally-recognized leadership program called The Leadership Challenge (TLC), which is designed to develop leaders and accelerate leadership throughout the organization. Station management has identified two individuals within our organization who showed leadership qualities that could be developed into management level employees. Both candidates have been selected for a corporate-wide leadership program known as the “Leadership Champion” program. These two employees will be attending a training and information program with similar employees from other of the company’s business units near the corporate headquarters on September 19-21.

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Station(s) Claiming Credit: KTTS-FM; KSGF-AM/FM; KSPW-FM; KRVI-FM

Type of activity listed under Outreach Initiative worksheet: 16. Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

Date program began: April 19, 2016

Host/Sponsor of activity: Marshfield High School

Participating employees: Sales, Production, Program Director, On-Air Staff, Promotions, and News Team

Brief description of activity and station participation: Marshfield High School students, two (2) sophomores, participated in our mentorship program to learn about the different facets of our business and media in general.

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Outreach Initiative Record Keeping Worksheet

Station(s) Claiming Credit: KTTS-FM; KSGF-AM/FM; KSPW-FM; KRVI-FM

Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date program began: October 5, 2015

Host/Sponsor of activity: Nixa Summit Elementary School

Participating employees: KTTS Assistant News Director

Brief description of activity and station participation: Invited to talk to grades 1-5 about her broadcasting career in News reporting and her experience, skills and education required, likes/dislikes of the job, and how important it is to keep the community informed of current news/weather.

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Outreach Initiative Record Keeping Worksheet

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Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date program began: October 21, 2015

Host/Sponsor of activity: Evangel University – Radio Class

Participating employees: KSGF Assistant Program Director

Brief description of activity and station participation: Spoke to the Radio Class regarding my experience working in radio and the growth opportunities within the industry. Also, announced the different job openings we have in the Springfield Market and how to apply for those positions.

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Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date program began: November 5, 2015

Host/Sponsor of activity: Forsyth High School Journalism Students

Participating employees: KTTS Assistant News Director

Brief description of activity and station participation: Discussed career opportunities at Forsyth High School to the 10-12 grade Journalism students regarding broadcasting career, specifically News reporting. Talked about my career as an Assistant News Director, skills required, education required, likes/dislikes of the job, and how important it is to keep the community informed of current news/weather.

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Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date program began: November 5, 2015

Host/Sponsor of activity: Nixa Matthews Elementary School

Participating employees: Assistant News Director

Brief description of activity and station participation: Invited to talk to grades 1-5 about her broadcasting career in News reporting and her experience, skills and education required, likes/dislikes of the job, and how important it is to keep the community informed of current news/weather.

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Outreach Initiative Record Keeping Worksheet

Station(s) Claiming Credit: KTTS-FM; KSGF-AM/FM; KSPW-FM; KRVI-FM; Digital

Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date of station participation: November 12, 2015

Host/Sponsor of activity: Nixa Junior High School

Participating employees: Assistant News Director

Brief description of activity and station participation: Attended Career Day at Nixa Junior High School talking to 7-8 grade students. Discussed her broadcasting career, specifically News reporting and her experience, skills and education required, likes/dislikes of the job, and how important it is to keep the community informed of current news/weather.

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Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date program began: November 20, 2015

Host/Sponsor of activity: Weaver Elementary School, Springfield, MO

Participating employees: KTTS Assistant News Director

Brief description of activity and station participation: Invited to talk to grades 1-5 about her broadcasting career in News reporting and her experience, skills and education required, likes/dislikes of the job, and how important it is to keep the community informed of current news/weather.

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Type of activity listed under Outreach Initiative worksheet: 10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Date program began: December 7, 2015

Host/Sponsor of activity: Gloria Deo Academy, Springfield, MO

Participating employees: Assistant News Director

Brief description of activity and station participation: Invited to talk to 7th grade students about her broadcasting career in News reporting and her experience, skills and education required, likes/dislikes of the job, and how important it is to keep the community informed of current news/weather.