

KLJB
EEO PUBLIC FILE REPORT
October 1, 2018-September 30, 2019

I. VACANCY LIST

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

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive	1-50	50
Account Executive	1-50	21

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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.)			
TOTAL INTERVIEWEES OVER REPORTING PERIOD			

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	See Appendix B	See Appendix B
2		
3		
4		

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Appendix A to Annual EEO Public File Report

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Section 2: Recruitment Source List information

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
1	Ashford University	Heather Hilgendorf	400 N Bluff Clinton, IA 52732	866-711-1700	N	
2	Augustana College Career Center	Lisa Slater	639 38 th Street Rock Island, IL 61201	309-794-7338	Y	
3	Black Hawk College Placement Office	Bruce Storey	6600 34 th Avenue Moline, IL 61265	309-796-5626	N	
4	Brown Mackie College – Quad Cities	Nancy Cerny	2119 E Kimberly Rd Bettendorf, IA 52722	563-344-1500	N	
5	Brown Institute	Terry Miller	1440 Northland Dr. Mendota Heights, MN 55120-1004	651-905-3440	N	
6	Carl Sandburg College	Jan Hipple	2400 Tom Wilson Blvd Galesburg, IL 61401	309-344-2518	N	
7	Clinton Community College	Marcus Harris	1000 Lincoln Blvd Clinton, IA 52732	563-244-7001	N	
8	Coe College Career Services	Judi Dirks	1220 First Avenue NE Cedar Rapids, IA 52402	319-399-8844	N	
9	Eastern Iowa Job Training Regional Office	None	902 W Kimberly Rd Davenport, IA 52806	563-336-3477	N	
10	Greater QC Hispanic Chamber of Commerce	Lee Vasquez	511 17 th Street Moline, IL 61265	309-797-8650	Y	
11	Harvest Time Family Worship Center	Reverend Anthony Lee	636 Kirkwood Blvd Davenport, IA 52803	563-322-1575	N	
12	Illinois Central College	Dawn Gries	One College Dr. CC207 East Peoria, IL 61635-0001	309-694-5321	N	
13	Illinois Department of Employment Security/Partners in Job Training	Amy Shields	500 42 nd Street Rock Island, IL 61201	309-794-3619	Y	
14	Illinois Wesleyan University	Warren Kistner	1312 Park Street Bloomington, IL 61701	309-556-3237	Y	
15	Iowa Broadcasters Association	IBA Job Bank	PO Box 71186 Des Moines, IA 50325	515-224-7237	N	
16	Iowa Central Community College Career Development and Placement	None	330 Avenue M Fort Dodge, IA 50501	515-576-7201	N	
17	Iowa State University	Career Business Services	https://cyhire.iastate.edu/employers	515-294-2540	N	
18	Iowa Wesleyan College	Erin Mafra	601 N Main Street	319-385-6375	N	

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
			Mount Pleasant, IA 52641			
19	Iowa Workforce Development Center	Ron Patton	902 W Kimberly Rd Davenport, IA 52806	563-445-3262	N	
20	Kaplan University	Marvin Copes	1801 Kimberly Rd Davenport, IA 52807	563-355-3500	N	
21	KLJB-TV Website	None	www.ourquadcities.com	None	N	
22	Knox College Career Center	None	2 East South Street Galesburg, IL 61401	309-341-7494	N	
23	Labor Council for Latin American Advancement	Henry Vargas	517 E Central Park Davenport, IA 52803	563-323-4088	N	
24	Lulac Club	Raymond Rangel	PO Box 4616 4224 Ricker Hill Rd Davenport, IA 52808	563-324-7610	N	
25	Martin Luther King Center	Pearline Morrow	630 9th Street Rock Island, IL 61201	309-732-2999	N	
26	Monmouth College Career Center	None	700 E Broadway Avenue Monmouth, IL 61462	309-457-2115	N	
27	Multicultural Affairs – St. Ambrose College	Multicultural Affairs	518 W Locust Street Davenport, IA 52803	563-333-6000	N	
28	Muscatine Community College	Anabelia Caldron-Flores	152 Colorado Street Muscatine, IA 52761	563-288-6035	N	
29	NAACP – Davenport	Robert Jackson Jr	PO Box 3661 Davenport, IA 52808	563-579-8378	N	
30	NAACP of Rock Island County	Lauren Loftin	PO Box 4701 Rock Island, IL 61201	309-737-9944	N	
31	National Hispanic Media Coalition	Alex Nogales	55 S Grand Avenue Pasadena, CA 91105	626-792-6462	Y	
32	Private Industry Council	Mark Lohman	500 42nd Street Rock Island, IL 61201	309-793-5200	N	
33	QC Mexican American Organization	Michael Cervantes	PO Box 2557 Davenport, IA 52809	563-386-5174	N	
34	Riverland Community College	Koryn R Smith	1900 Eighth Avenue Northwest Austin, MN 55912	800-247-5039 507-433-0374	Y	
35	Scott Community College	Wayne Cole	500 Belmont Rd Bettendorf, IA 52722	563-441-4021	N	
36	Simpson College	Laurie Dufoe	701 N C Street Indianola, IA 50125	515-961-1742	N	
37	St. Ambrose University	Kim Matteson	518 W Locust Street Davenport, IA 52803	563-333-6392	N	1
38	TVJobs.com	Mark Holloway	PO Box 4116 Oceanside, CA 92052	760-754-8177	N	
39	United Neighbors Inc.	Dr. Ida Johnson	808 Harrison Street	563-322-7363	N	

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
			Davenport, IA 52803			
40	University of Iowa	Sherry Hingtgen	100 Pomerantz Ctr. Ste. 310 Iowa City, IA 52242	319-335-3196	N	
41	University of Northern Iowa	Kris Peterson	102 Gilchrist Hall Cedar Falls, IA 50614-0384	319-273-6857	N	
42	University of Wisconsin	Jennifer Williamson	1 University Plaza Platteville, WI 53818-3099	608-342-1183	N	
43	Wartburg College Career Services	Derek Solheim	100 Wartburg Blvd Waverly, IA 50677	319-352-8425	Y	
44	Western Illinois University – Quad Cities	Audrey Adamson	3300 River Drive Moline, IL 61265	309-762-6481	N	
45	Indeed (internet job search tool)	N/A	www.indeed.com	N/A	N	2
46	Qc Times	Jennifer Carter	500 E 3rd Street Davenport, IA 52801	563-383-2385	N	
47	Moline Dispatch/Rock Island Argus (qconline.jobs)	Chris Greene	172 Fifth Avenue Moline, IL 61265	309-797-0333	N	
48	LinkedIn	None	N/A	N/A	N	
49	Nexstar Broadcasting Group Career listing	N/A	www.nexstar.tv	N/A	N	1
50	Word of mouth employee referrals	N/A	N/A	N/A	N	10
	Total interviewed					<u>14</u>

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Appendix B to Annual EEO Public File Report

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Section 3: Recruitment Initiatives

	Recruitment Initiative	Description
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.	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.