

## KTIS AM/FM Web Site Recruitment

If your organization distributes information about employment opportunities to job seekers or refers job seekers to employers, and would like to receive job vacancy notices for KTIS, please provide Northwestern College with the name, mailing address, e-mail address (if applicable), telephone number, fax number, and contact person and identify the category or categories of vacancies for which you would like information specified above to the following person at Northwestern College

Nina Barnes/Human Resources  
3003 Snelling Ave N.  
St. Paul, MN 55113  
(651) 631 5480

It is the policy of Northwestern College to provide equal employment opportunity to all qualified individuals without regard to their race, color, national origin, sex, age, disability, or any other characteristic protected by law, in all personnel actions.

## KTIS AM/FM EEO PUBLIC FILE REPORT

### EEO Narrative Statement – Northwestern College Radio

**12/1/10-11/30/11**

Northwestern College the license of Station KTIS AM/FM is a religious broadcaster as defined by the regulations of the Federal Communications Commission. See 47 C.F.R. § 73.2080 (c)(1); *Review of the Commission's Broadcast and Cable Equal Employment Opportunity Rules and Policies*, 17 FCC Rcd. 24018 (2002). As a religious broadcaster, Northwestern College has established a religious qualification for all employee positions at KTIS. In accordance with the FCC's rules, Northwestern College makes reasonable, good faith efforts to recruit applicants, without regard to race, color, national origin or gender, among those who are qualified for employment based on their religious belief or affiliation. Listed below are the full-time vacancies filled during this reporting period, followed by a master list of recruitment sources used during the period to solicit applicants.


**KTIS AM/FM  
EEO PUBLIC FILE REPORT  
12/1/10-11/30/11  
Section I. VACANCY LIST**

See Section II. **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>	<b># of Applicants</b>	<b>Date Filled</b>
<b>Web and Collateral Content Coordinator</b>	<b>1-26</b>	<b>10</b>	<b>4</b>	<b>6/11/11</b>
<b>Director for Media Advancement</b>	<b>1-26</b>	<b>13</b>	<b>5</b>	<b>5/9/11</b>

**KTIS AM/FM  
EEO PUBLIC FILE REPORT  
12/1/10-11/30/11  
Section II. MASTER RECRUITMENT SOURCE LIST**

**Total number of Persons Interviewed for all Full-Time Vacancies Filled  
During The Past Year: 10-11**

RS Number	Recruitment Source Information	# of Interviewees referred by RS during reporting period
1	<p>Twin Cities Church Posting Distribution List</p>  <p style="text-align: center;">Church Listing for Job Recruitment 2008</p> <p>(List follows report)</p>	0
2	Main Street Tattler/Conclave / Tom Kay / 4517 Minnetonka Blvd. / Minneapolis MN / 952-927-4487 / <a href="mailto:kate@main-st.net">kate@main-st.net</a>	0
3	NRB web site / Valerie Fraedrich / 9510 Technology Dr., Manassas VA / 703-330-700 / <a href="http://www.nrb.org/careersearch">http://www.nrb.org/careersearch</a> (link to job posting instructions)	0
4	Hisair.net / Ted Kelly / PO Box 307, Duplessis, LA 70728 / 225-744-3524 / <a href="mailto:jobs@hisair.net">jobs@hisair.net</a> (job openings)	0
5	CMB: <a href="mailto:aspennmeyers@msn.com">aspennmeyers@msn.com</a> (Linda Meyers will communicate)	0
6	Christian Radio Weekly: <a href="mailto:rebecca@christianradioweekly.com">rebecca@christianradioweekly.com</a> (PR postings) <a href="mailto:larry@christianradioweekly.com">larry@christianradioweekly.com</a> (ad contact)	0
7	Minnesota Broadcasters Association 3033 Excelsior Blvd. Ste. 440 Minneapolis, MN 55416 Phone: (612) 926-8123	0
8	AllAccess.com / Matt Purvis / 28955 Pacific Coast Hwy Suite 210, Malibu CA / 310-457-4487 / : <a href="mailto:jchapman@allaccess.com">jchapman@allaccess.com</a> (Christian format editor) <a href="mailto:pcolbert@allaccess.com">pcolbert@allaccess.com</a> (job listing advertising)	0
9	Radiolnk: <a href="http://www.radioink.com/jobs.asp">http://www.radioink.com/jobs.asp</a> (link to job posting instructions)	0
10	KTIS/Northwestern College web site / Nina Barnes / 3003 Snelling Ave. North, St. Paul, MN 55113 / 651-631-5000 / <a href="http://nwc.nwc.edu/display/807">http://nwc.nwc.edu/display/807</a>	4
11	Northwestern College School of Broadcasting / Mark Seignious / 3003 Snelling Ave. North, St. Paul, MN 55113 / 651-631-5279	0
12	Northwestern College Career Development Job Fair 3003 Snelling Ave N, St. Paul, MN 55113	0
13	Referral from Northwestern College & Radio employee	2
14	Intercristo / 19303 Fremont Ave N. MS #20 Seattle, WA 98133 / 206-546-7375	0
15	NRB Convention & Expo / NRB Member Center / Nashville, TN / 703-330-7000 x510 / <a href="mailto:jstephen@nrb.org">jstephen@nrb.org</a>	0

16	American Indian Opportunities Industrial Centers/ 1845 East Franklin Ave Ste 314, Mpls, MN 55404 Don Clark	0
17	Brown College/ 1440 Northland Dr. Mendota Heights, MN 55120 Karol Baumeister	0
18	Center for Asian and Pacific Islanders 3702 East Lake St. Suite 200, Mpls 55406	0
19	Council on Black Minnesotans/ 2233 University Avenue West Ste 420/ St. Paul, MN 55114	0
20	Employment Action Center/ 900 20 <sup>th</sup> Ave South/ Mpls, MN 55404/ Kellie Dillner	0
21	Minneapolis Urban League/ 2000 Plymouth Ave N. / Mpls, MN 55441/ Sara Swins	0
22	MN Dept of Economic Development/ 2900 W Cty Rd 42, Burnsville, MN 55306/ Shirley Barthel	0
23	NAACP St. Paul/ 375 N. Oxford St./ St. Paul, MN 55104/ Nathaniel Khaliq	0
24	St. Paul Urban League/ 401 Selby Ave/ St. Paul, MN 55102/ Randy Parker	0
25	Working Opportunities for Women/ 1295 Bandanna Blvd, Ste 110/ St. Paul, MN 55114/ Christina Troxel	0
26	KTIS communications – On Air Spots	3

**KTIS AM/FM  
EEO PUBLIC FILE REPORT**

**12/1/10-11/30/11**

**Section III. RECRUITMENT INITIATIVES**

Type of Recruitment Initiative	Brief Description of Activity
Participate in job banks/internet programs designed to promote outreach and not just notification of job vacancies	Post in NAB career center and Minnesota Broadcaster's Job Bank and other applicable resource venues
Provide training to management level personnel to ensure equal opportunity employment and prevention of discrimination	Work with HR/Nina Barnes to designate attendees for this training and determine specific
Establish a Mentor program for station personnel	Formalize and grow existing mentor program that enables station personnel to acquire skills that could qualify them for higher-level positions.
Establish an internship program designed to assist members of the community to acquire skills needed for broadcast employment	Operations Manager and Production Director works with NWC in finding students interested in learning about broadcasting and future employment opportunities
Participate in at least four events sponsored by community groups	Operation Christmas Child Twin Cities, Christian Community Fair, Tree House Ministries – Women of Hope, Walk for Autism, Breaking Free Conference, Bridging the Gap Conference
Participate in at least four job fairs, host a job fair, or co-sponsor a job fair	Attended: Government & Nonprofit Career Fair at University of Minnesota Oct 21 <sup>st</sup> , 2011 Hosted: Northwestern College "Hire an Eagle" Job Fair Aug 30 <sup>th</sup> , 2011
Participate in at least four events/programs sponsored by educational institutions relating to career opportunities in broadcasting	Managers and staff instructed classes at Northwestern College pertaining to various broadcasting opportunities. Director of Business Development – March 2011 Coordinator of Creative Services – March 2011 On- Air Hosts – April 2011 Director of Programming – Nov 2011

