

KLBJ(AM), KLBJ-FM, KBPA(FM), KLZT(FM), KGSR(FM), KROX-FM
EEO PUBLIC FILE REPORT
April 1, 2017 – March 31, 2018

I. VACANCY LIST

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

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Account Executive	1-10, 12, 13, 19, 21, 28, 29	12
Director of Digital Content	2-11, 13, 19-21, 25, 28, 29	19
Bilingual Account Executive	2-10, 12, 13, 19, 21-23, 28, 29	3
Bilingual Digital Content & Morning Show Producer	1-10, 13, 15, 20, 21, 24-26	24
Digital Content Producer	1-10, 13, 15, 20, 21, 25, 26	2
Producer: KLBJ-AM	2-10, 13, 15, 20, 24-26	24
Video Content Producer	2-11, 13, 15, 18, 20, 21, 25, 26	18
Emmis Marketing Team Assistant	2-10, 12, 13, 15, 19, 20, 21, 24	24
Bilingual Sales Assistant	2-10, 12, 13, 31	3
Sports Marketing Coordinator/Sponsorship Sales Assistant	2-13, 20, 21	11
Marketing Director	1-10, 12, 13, 15, 24-26, 32	24
Account Executive	2-10, 12, 13, 15, 17, 30	17
Incite Project Manager	1-13, 18	11
Marketing Director	1-10, 12, 13, 15, 24-26, 32	24
Sales/Executive Assistant	1-11, 13	11
Account Executive	2-10, 12, 13, 15, 17, 30	30
Promotions/Marketing Assistant	2-13, 15, 20, 21, 24, 31	11
Promotions/Marketing Assistant	2-13, 15, 20, 21, 24, 31	24
Promotions/Marketing Assistant	2-13, 15, 20, 21, 24, 31	31
Multi-Platform Content Producer: KLBJ-AM	1-10, 13, 24	2
Multi-Platform Content Producer: KLBJ-AM	1-10, 13, 24	24
Multi-Platform Content Producer: KLBJ-AM	1-10, 13, 24	2

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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	Emmis Austin Radio Internal Candidates 8309 North IH 35 Austin, TX 78753 Attn: Marla Jamali (512) 832-4068	N	9
2	Texas Association of Broadcasters 502 E. 11 th Street, Suite 200 Austin, TX 78701 Attn: Anna Romero (512) 322-9944 anna.romero@tab.com	Y	7
3	Emmis Communications Job Site (iCIMS) www.emmis.com/careers	N	24
4	Caritas of Austin 611 Neches Street P.O. Box 1947 Austin, TX 78767 Attn: Amitiss Mahvah (512) 646-1254 amahvash@caritasofaustin.org	N	0
5	Austin Area Urban League 1033 La Posada Drive, Suite 150 Austin, TX 78752 Attn: Stephon Lightener Attn: Francis Green (512) 478-7176 ext. 230 stephon_lightener@aaul.org	N	0
6	Capital City African American Chamber of Commerce 5407 N. IH 35 Austin, TX 78723 Attn: Amanda Spain (512) 459-1181 admin@capcitychamber.org	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
7	Austin Community College 7748 Hwy 290 West Austin, TX 78736 Attn: Joyce Pope-Cain (512) 223-8069/(512)223-8111 jpcain@austincc.edu	N	0
8	The Art Institute of Houston 1900 Yorktown Houston, TX 77056 Attn: Zack Zwicky (713) 860-4314 zzwicky@aii.edu	N	0
9	American Broadcasting School in Arlington & Garland 712 North Watson Road Arlington, TX 76011 Attn: Michelle McConnell (817) 695-2474 michelle@radioschool.com	Y	0
10	Greater Austin Chamber Of Commerce 210 Barton Springs Road, Suite 400 Austin, TX 78704 Attn: Simone Leal (512) 322-5612 sleal@austinchamber.com	N	0
11	Employee Referral	N	9
12	Non-employee Referral	N	16
13	YWCA – Women’s Referral Center 2015 S. IH 35, Suite 110 Austin, TX 78740 Attn: Cindy Martinez (512) 326-1222 (512) 326-1395 (Fax) cindy@ywcaustin.org	Y	0
14	National Association for the Advancement of Colored People 1704 E. 12 th Street Austin, TX 78702 Attn: Career Placement (512) 476-6230 www.naacpaustin.com	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
15	Alliance for Women in Media PO Box 2684 Austin, TX 78768 Attn: Ginny Schoggins (512) 908-4939 gschoggins@emmisaustin.com	N	0
16	AIGA (American Institute of Graphic Arts) Austin Chapter – PMB 549 815-A Brazos Austin, Texas 78701 Attn: Stephanie Malone (512) 344-1555 web@aigaustin.org	N	0
17	Walk-In/Self-Referral Emmis Austin Radio 8309 North IH 35, Austin, TX 78753 (512) 832-4000	N	2
18	Emmis Austin Radio Internship Program 8309 North IH 35, Austin, TX 78753 Attn: Marla Jamali (Intern Coordinator) (512) 832-4068	N	2
19	LinkedIn www.linkedin.com	N	6
20	Indeed www.Indeed.com	N	14
21	Simply Hired www.simplyhired.com	N	0
22	Unknown (<i>source not adequately identified upon inquiry</i>)	N	1
23	Greater Austin Hispanic Chamber of Commerce 2800 S. IH 35, Suite 260 Austin, TX 78704 Attn: Joshua Garza (512) 476-7502 lrodriguez@gahcc.org	N	0
24	Emmis Austin Radio Internal Transfer/Promotion 8309 N. IH 35 Austin, TX 78753 Attn: Marla Jamali (512) 832-4068	N	7

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
25	St. Edwards University 3001 S Congress Ave Austin, TX 78704 Attn: Andrew Harper धारपर@stedwards.edu	N	0
26	Texas State University 601 University Drive San Marcos, TX 78666 Attn: Lois Hickman lois@txstate.edu	N	0
27	Southwestern University 1001 E University Ave Georgetown, TX 78626 Attn: Dana Luna lunad@southwestern.edu	N	0
28	Monster.com 5 Clock Tower Place Maynard, MA 01754 Attn: Pete Puccini (800) monster, Ext. 8988 Peter.puccini@monster.com www.monster.com	N	0
29	Glassdoor.com www.glassdoor.com	N	0
30	NAB Radio Show Career Fair JW Marriott Austin Room 401 Austin, TX Attn: Michell Abanex NAB Education Foundation (212) 429-4189 mabanez@nab.org	N	2
31	UT – College of Communication University of Texas at Austin CMA 3.104 Austin, TX 78712-1094 Attn: Christina Worley (512) 471-9421 moody.utexas.edu/ccs	N	1

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
32	Concordia University Career Services 11400 Concordia University Dr. Austin, TX 78726 (512) 313-5041 careerservices@concordia.edu	N	0
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			100

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship Program	<p>Our SEU maintains an ongoing internship program for the benefit of college students. Undergraduate students enrolled in a credit program are given the opportunity to learn more about their major, gain hands-on experience, and network throughout the organization. Every effort is made to assign interns to a station department that matches their career aspirations or focus of study. Students are regularly monitored and evaluated by staff. A minimum of 20 percent is focused on job shadowing other departments to learn how the station runs as a unit. Internships were offered in Programming, EMG, Incite, Digital Content, Promotions, Sports Marketing, HR, and Production.</p> <p>During the reporting period 24 students interned.</p> <p>Summer 2017 semester – 10</p> <p>Fall 2017 semester – 6</p> <p>Spring 2018 semester – 8</p>
2	Host event/program sponsored by or on behalf of an educational institution relating to broadcast careers	<p>On April 28, 2017, our SEU led a group of Texas State University students on a building tour. Students visited with a KLBJ-AM Reporter and Producer, Creative Services Director, KLZT DJ, VP of Programming & Operations, VP of Sales, Marketing Director, HR Manager, and our Chief Engineer. They learned about educational requirements, how everyone got their start, what a typical day is like, our intern program, and how to cut a commercial.</p>
3	Participated in a Career Fair	<p>On May 18, 2017, our SEU attended a job fair at the Art Institute of Austin. Our Sports Marketing/Capital Traffic Manager attended and discussed employment and internship opportunities for students interested in broadcast careers.</p>
4	Participated in a Career Fair	<p>On September 7, 2017, our SEU attended the NAB job fair in Austin, TX. Our HR Manager and Executive Assistant attended and discussed employment and internship opportunities for individuals interested in broadcast careers.</p>

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
5	Participated in a Career Fair	On September 27, 2017, our SEU attended the University of Texas job fair in Austin, TX. Our HR Manager attended and discussed employment and internship opportunities for students interested in broadcast careers.
6	Participated in a Career Fair	On October 19, 2017, our SEU attended the TX State job fair in San Marcos, TX. Our HR Manager and Executive Assistant attended the fair and discussed employment and internship opportunities for students interested in broadcast careers.
7	Participate in event/program sponsored by or on behalf of an educational institution relating to broadcast careers	On February 7-8, 2018, our SEU participated in an annual job shadow project entitled COOL Week. Students from various high schools partnered with us to learn about broadcasting careers. They spent time in HR, Digital Content, the AM Newsroom, Sales, Sound Design and Programming. They learned about broadcasting careers and our intern program.
8	Participated in a Career Fair	On February 14, 2018, our SEU attended the St. Edward's job fair in Austin, TX. Our HR Manager attended the fair and discussed employment and internship opportunities for students interested in broadcast careers.
9	Participated in a Career Fair	On February 22, 2018, SEU attended the TX State job fair in San Marcos, TX. Our HR Manager attended the fair and discussed employment and internship opportunities for students interested in broadcast careers.