

Red Rock Radio

Report Period: December 1, 2012 – December 1, 2013

Full and Part Time Positions Filled

<u>Job Title</u>	<u>Date Position Filled</u>	<u>Recruitment</u>	<u>Source Of Hire</u>
(3) Account Executives			
*Full Time	02/11/13	Attachment A: 3	Job Search North
* Full Time	06/07/13	Attachment A: 2	Interoffice Resources
* Full Time	09/09/13	Attachment A: 3	Job Search North
(1) Assistant Engineer			
*Full Time	03/4/13	Attachment A: 7	MBA
(1) Assistant Engineer			
*Full Time	06/17/13	Attachment A: 8	Society of Broadcast Engineers
(1) Announcer			
*Full Time	08/7/13	Attachment A: 4	All Access

*REPORT AS OF NOVEMBER 1, 2013

Attachment A

1. Duluth News Tribune (Newspaper)
2. Interoffice Resources
3. Job Search North (Internet Website)
4. All Access (Internet Website)
5. Your Midwest Media.net (Internet Website)
6. Grand Rapids Herald (Newspaper)
7. Minnesota Broadcasters Assn. (Media Assn. Website)
8. Society of Broadcast Engineers (Engineering Association)

Red Rock Radio

Report Period: December 1, 2012 – December 1, 2013

<u>List of recruitment sources and referrals</u>	Contact Information	Total # of applicants referred	Persons interviewed by source	Persons hired by source
1. Duluth News Tribune 424 W. 1 st Street Duluth, MN 55802	Sandy Dobrava 218-723-5201	2	2	0
2. Interoffice Resources		4	1	1
3. Job Search North	www.jobsearch north.com	8	2	2
4. All Access	www.allaccess.com	2	1	1
5. Your Midwest Media.net	www.yourmidwestmedia.net	1	0	0
6. Grand Rapids Herald	Carissa Wiersma (218) 326-6623	1	0	0
7. Minnesota Broadcasters Association	Jim Dubois 612-308-2364	2	1	1
8. Society of Broadcast Engineers	www.sbe.org	4	1	1
*Report as of November 1, 2013 *No sources asked for our job listings				

2013 Red Rock Radio EEO outreach initiatives

Red Rock Radio conducted a number of outreach initiatives in 2013 with the purpose being to inform the general public and to inform women and minorities in particular to the opportunities available in the radio business.

Enclosed is a description of these activities.



Memo

To: Shawn Skramstad

From: Karina Bite

CC:

Date: November 7, 2013

Re: EEO - Interns December 1, 2012 – November 30, 2013 and Job Fairs

Hi Shawn,

These are the interns who have worked for us from December 2012 through November 30, 2013.

Jake Peden – UMD – December 1 – December 14, 2012

Jeremiah Dean – CSS – December 1 - December 14, 2012

Monica Dunbar – LSC – January 14 – May 8, 2013

Alicia Carlson – UMD - January 22 – May 6, 2013

Ian Storms – UMD – February 28 – May 9, 2013

Lindsay Quam – UMD – May 20 – August 30, 2013

Bradley Kostiuk – UWS – May 20 – August 30, 2013

Jessica Schueftan – UMD – May 21 - August 29, 2013

Allie Lewis – UMD – September 4 – November 30, 2013

Raelene Carver – CSS – September 26 – November 30, 2013

Intern duties included: Assist Promotions Director with contests, prizes, ticket proposals, and serve as programming and event support staff. Research, on-site event set-up and tear down, office support, other duties as assigned. Opportunity to observe and work in programming and sales departments if interested.

Objectives and goals: Experience what it's like to work in a broadcast center and office environment. Learn to set up sound system, the importance of signage and visibility at events, customer service and public relations skills and be able to explain each radio station's format, demographic, target audience. Ability to explain contests to the general public. Learn the importance of being the "face of the radio station" at events and be able to answer any questions. Learn how to write proposals for ticket giveaways for promoters and venues such as Target Center, Excel Energy Center.

Performance Review: Each intern listed above passed their school's performance review and was required to write a report/paper for their internship advisor in order to receive school credit for the internship.

Job Fairs


May 10, 2013 – Lake Superior College

November 7, 2013 – Lake Superior College

We represented the Red Rock Radio Corporation at our booth at the Lake Superior College Open House & Job Fair on the dates listed above. We displayed information about career opportunities in the radio broadcasting industry to prospective employees and interns and provided information about our radio stations to the public.

Please let me know if you need more information.

Thank you,

A handwritten signature in black ink that reads "Karina M. Bite". The signature is written in a cursive style with a large initial "K".

Karina Bite