



## Full Time Jobs Filled

List of All Full Time Jobs Filled for the 12 Month Period of December 1, 2017  
through November 30, 2018

Job Title	Date Filled
There were no full time jobs filled during this period.	

Form Prepared By Lisa Johnston Date 11/28/18



To be completed continuously as each vacancy is filled.

Place completed sheet in station’s local public file and post on station’s website.



## Summary of Supplemental Outreach Initiatives

Filing Period From December 1, 2017 to November 30, 2018

First Initiative: Community Events; Establishment of an intern program designed to assist members of the community (012018)

Activities to fulfill initiative Partnered with Okoboji Pioneering Pathways and Okoboji HS to establish a Senior Internship program. Hosted a HS student as an intern. The student assisted in many areas of the office, especially in production. He produced ads, helped with syndicated shows, learned how to run the board and helped operate the camera at a HS basketball game.

Second Initiative: Community Events, participation in events or programs sponsored by educational institutions.

Activities to fulfill initiative had a North Union HS student job shadow on air DJs in the morning show. (012018)  
Had an Estherville Lincoln-Central HS student job shadow during the on air show to observe how radio stations operate. She also recorded a segment in the production room and attended a news meeting. (032018)  
Had Spencer Public Library's Teen Group visit and tour the station. (072018)  
Had Hope Haven Participants visit and tour the station. (092018)

Form Prepared By: Lisa Johnston Date: 9/28/18



- To be completed for every Prong 3 Outreach Initiative.
- Use additional sheet to include remaining initiatives.
- Use the Description of Supplemental Outreach Initiatives (Form 7) to complete.
- Place completed sheet in station's local public file and post on station's website.



## Summary of Supplemental Outreach Initiatives

Filing Period From December 1, 2017 to November 30, 2018

First Initiative: Job Bank Participation, Participation in job banks, Internet programs and other programs designed to promote outreach.(012018)

Activities to fulfill initiative Program Director presented to the Morning Kiwanis group in Spirit Lake. He gave an overview of how radio works and answered questions.

Second Initiative: Training, Training to management level personnel as to the methods of ensuring equal employment opportunity and preventing discrimination (032018)

Activities to fulfill initiative Office Managers had a meeting at home office and discussed several topics, including EEO. Discussed ways to keep records, what records to keep and what records are acceptable and reviewed everyone's outreach initiatives.

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## Summary of Supplemental Outreach Initiatives

Filing Period From December 1, 2017 to November 30, 2018

First Initiative: Job Fair, Participation in in job fairs. (042018)

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Activities to fulfill initiative Participated in Emmetsburg Campus of Iowa Lakes Community College Job Fair.  
Attended the job fair, described available positions at radio and the broadcast industry and answered questions.

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Second Initiative: Training, Training to Management level personnel as to the methods of ensuring equal  
employment opportunity and preventing discrimination. (102018)

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Activities to fulfill initiative General Managers attended a meeting where the process of compliance with EEO  
was discussed. They discussed EEO regulations, compliance, initiatives and best practices for hiring and firing.

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## Summary of Supplemental Outreach Initiatives

Filing Period From December 1, 2017 to November 30, 2018

First Initiative: Community Events, sponsorship of eents in the community designed to increase public awareness (102018)

Activities to fulfill initiative Sponsored and participated in the Kiwanis Clubs Takeover of the radio station for a day.

Second Initiative: \_\_\_\_\_

Activities to fulfill initiative \_\_\_\_\_

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