

## EQUAL EMPLOYMENT OPPORTUNITY

### Notification of Job Vacancies

Idavend Company, Inc., licensee of KRLC(AM), KMOK(FM), and KVTY(FM), is an equal opportunity employer. Idavend Company provides notification of full-time job vacancies to organizations assisting job seekers. Any organization which would like to receive notification of job openings at our stations should contact us and request to be included on our employment opportunity notification list. Organizations can make such requests by mail 805 Stewart Ave. Lewiston, ID 93501, fax 208-7453-4440, or e-mail mprasil@idavend.com. When making such requests please provide us with the name of the organization, the address, the phone number, the fax number, and the name of the contact representative to whom notifications should be sent. Script above is running once a day on all three stations

### Full-Time Job Openings

**3 full time positions were filled**

### Annual EEO Public File Report

## **EEO PUBLIC FILE REPORT**

### **A. Employment Unit Covered**

KRLC-AM, KMOK-FM, KVTY-FM

### **B. Reporting Period**

June 1, 2018 -May 31, 2019

### **C. Full-Time Vacancies Filled During Reporting Period**

(1)	<b>Job Title:</b> Sales Manager	<b>Date Filled:</b> 08-01-2018
(2)	<b>Job Title:</b> Traffic Director	<b>Date filled:</b> 08-01-2018
(3)	<b>Job Title:</b> Receptionist	<b>Date Filled:</b> 04-15, 2019

**D. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy**  
 (Organizations entitled to notification identified by \*).

**1. Job Title:** Sales Manager

**Date Filled:** Aug 1, 2018

<b>Recruitment Source</b>	<b>Contact Person</b>	<b>Address</b>	<b>Phone</b>	<b>Hired</b>
Lewiston Morning Tribune and Tribune on-line	Mary Burger	<a href="mailto:mberger@lmtribune.com">mberger@lmtribune.com</a>		
Idavend Broadcasting	Melva Prasil	805 Stewart Ave. Lewiston, ID	208-743-1551	1-yes
Craig's List Lewiston				2-no
LCSC Career Development	Debra Lybyer	<a href="mailto:dlybyer@lcsc.edu">dlybyer@lcsc.edu</a> 500 8 <sup>th</sup> Ave. Lewiston	208-792-2298	
*U of I School of Mass Media	Glenn Mosley	<a href="mailto:gmosley@uidaho.edu">gmosley@uidaho.edu</a>		
U of I Career Services	Denise Bennett	<a href="mailto:deniseb@uidaho.edu">deniseb@uidaho.edu</a>		
Nez Perce Tribe TERO office	Lita Ferguson	<a href="mailto:litaf@nezperce.org">litaf@nezperce.org</a>		
Web site		<a href="#">inlandnorthwestradio</a>		
indeed	internet	<a href="#">Web cite gleaned from out web cite posting</a>		

**Total number of interviews from all sources: 3**

2. Job Title: Traffic Director

Date Filled: Aug 1, 2018

Recruitment Source	Contact Person	Address	Phone	Hired
Lewiston Morning Tribune and Tribune on-line	Mary Burger	<a href="mailto:mberger@lmtribune.com">mberger@lmtribune.com</a>	208-743-9411	1 no
Idavend Broadcasting	Melva Prasil	805 Stewart Ave. Lewiston, ID	208-743-1551	
Craig's List Lewiston				
LCSC Career Development	Debra Lybyer	<a href="mailto:dlybyer@lcsc.edu">dlybyer@lcsc.edu</a> 500 8 <sup>th</sup> Ave. Lewiston	208-792-2298	
U of I Career Development	Bob Kesler	<a href="mailto:jobs@uidaho.edu">jobs@uidaho.edu</a>	208-885-6424	
*U of I School of Mass Media	Glenn Mosley	<a href="mailto:gmosley@uidaho.edu">gmosley@uidaho.edu</a>		
U of I Career Services	Denise Bennett	<a href="mailto:deniseb@uidaho.edu">deniseb@uidaho.edu</a>		
Nez Perce Tribe TERO office	Lita Ferguson	<a href="mailto:litaf@nezperce.org">litaf@nezperce.org</a>		
Web site		<a href="#">inlandnorthwestradio</a>		
Indeed	internet	<a href="#">Posting gleaned from our web site posting</a>		
Internal referral		<a href="#">(part time employee)</a>		2-no 1-yes

Total number of interviews from all sources for this position: 4

1. Job Title: Receptionist

Date Filled: April 1, 2019

Recruitment Source	Contact Person	Address	Phone	Hired
Lewiston Morning Tribune and Tribune on-line	Mary Burger	<a href="mailto:mberger@lmtribune.com">mberger@lmtribune.com</a>	208-743-9411	
Idavend Broadcasting	Melva Prasil	805 Stewart Ave. Lewiston, ID	208-743-1551	
Craig's List Lewiston				
LCSC Career Development	Debra Lybyer	<a href="mailto:dlybyer@lcsc.edu">dlybyer@lcsc.edu</a> 500 8 <sup>th</sup> Ave. Lewiston	208-792-2298	
Internal word of mouth				1=yes
U of I Career Development	Bob Kesler	<a href="mailto:jobs@uidaho.edu">jobs@uidaho.edu</a>	208-885-6424	
*U of I School of Mass Media	Glenn Mosley	<a href="mailto:gmoslev@uidaho.edu">gmoslev@uidaho.edu</a>		
U of I Career Services	Denise Bennett	<a href="mailto:deniseb@uidaho.edu">deniseb@uidaho.edu</a>		
Nez Perce Tribe TERO office	Lita Ferguson	<a href="mailto:litaf@nezperce.org">litaf@nezperce.org</a>		
Web site		<a href="#">inlandnorthwestradio</a>		
Indeed	internet	<a href="#">Free posting gleaned from our web site</a>		2-no

Total number of interviews from all sources: 3

E.. Total Number of Persons Interviewed for All Full-Time Vacancies Filled During the Reporting Period: 10

**F. Total Number of Interviewees for All Full-Time Vacancies Filled During the Reporting Period Per Recruitment/Referral Sources:**

<b>Recruitment Source</b>	<b>Contact Person</b>	<b>Address</b>	<b>Phone</b>	<b>Hired</b>
<b>Lewiston Morning Tribune and Tribune on-line</b>	<b>Mary Burger</b>		<b>208-743-9411</b>	<b>1-no</b>
<b>Idavend Broadcasting</b>	<b>Melva Prasil</b>	<b>805 Stewart Ave. Lewiston, ID</b>		<b>1 yes</b>
<b>Craig's List</b>				<b>2-no</b>
<b>LCSC Career Development</b>	<b>Debra Lybyer</b>	<a href="mailto:dlybyer@lcsc.edu">dlybyer@lcsc.edu</a> <b>500 8<sup>th</sup> Ave. Lewiston</b>	<b>208-792-2298</b>	
<b>U of I Career Development</b>	<b>Bob Kesler</b>	<b>P O Box 441101 Moscow, ID</b> <a href="mailto:jobs@uidaho.edu">jobs@uidaho.edu</a>	<b>208-885-6424</b>	
<b>*U of I School of Mass Media</b>	<b>Glenn Mosley</b>	<a href="mailto:gmoslev@uidaho.edu">gmoslev@uidaho.edu</a>		
<b>U of I Career Services</b>	<b>Denise Bennett</b>	<a href="mailto:deniseb@uidaho.edu">deniseb@uidaho.edu</a>		
<b>Nez Perce Tribe TERO office</b>	<b>Lita Ferguson</b>	<a href="mailto:litaf@nezperce.org">litaf@nezperce.org</a>		
<b>Employee Referral /internal</b>				<b>2-yes 2 no</b>
<b>Indeed</b>				<b>2-no</b>

**G. Outreach Activities Performed During the Reporting Period**

<b>Initiative</b>	<b>Scope of Participation and Location</b>	<b>Station Staff Involved</b>
WSU Fall Career Expo &CEA Technical Career Fair Oct 1, 2019	spent the day discussing career opportunities and searching for intern candidates	Jon Carson, Sales Manager Morgan Carson Promotions Director
U of I Fall Career Fair Oct 3, 2018	spent the day discussing career opportunities and searching for intern candidates	Jon Carson, Sales manager Morgan Carson Promotions Director
Spring WSU Career Expo Feb 5, 2019	spent the day discussing career opportunities and searching for intern candidates	Jon Carson Promotion Director, Morgan Carson, Promotions Director
U of I All Majors Career Fair Feb 6, 2019	spent the day discussing career opportunities and searching for intern candidates	Jon Carson, Sales manager, Morgan Carson, Promotions Director
Nez Perce Tribe Career and Job Fair March 4, 2019	spent the day discussing career opportunities and searching for intern candidates	Morgan Carson Promotion Director
Idaho Association of Student Journalists, "Media Day" at the University of Idaho Oct 27, 2018	Discussion of how the advertising process works and how we advise clients	Jon Carson, sales manager
Assist and advise Lewiston High School student for her senior project researching marketing and advertng. 2018/9 school year	Mentoring by several staff members and attending a sales meeting and staff meeting	Morgan Carson, promotions director, Jon Carson, Sales Manager

