

**KGW**  
**EEO PUBLIC FILE REPORT**  
**September 21, 2017 - September 20, 2018**

**I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRS�") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive	1-3, 5, 7, 10, 12-13, 15-20, 22-25, 27, 29-32, 34	18
News Operations Manager	1-3, 5, 7-9, 11-13, 15-17, 19-25, 27, 29- 32, 34	30
News Producer	1-3, 5-7, 9, 12-17, 19-27, 29-32, 34	29
News Producer	1-3, 5-7, 9, 12-17, 19-27, 29-32, 34	30
News Producer	1-3, 5-7, 9, 12-17, 19-27, 29-32, 34	26
Executive Producer	1-3, 5-7, 12-13, 15-17, 19-25, 27-32, 34	28
Digital Account Coordinator	1-3, 5-7, 10, 12-17, 19-25, 27, 29-34	14
Digital Content Producer	1-3, 5, 7, 12-14, 16-25, 29-34	18
IT System Administrator	1-3, 5-7, 12-13, 16-17, 19-25, 27, 29-34	29
Account Manager	1-3, 5-7, 10, 12-13, 16-17, 19-25, 27, 29-34	29
Account Manager	1-3, 5-7, 10, 12-13, 16-17, 19-25, 27, 29-34	29
Account Manager	1-3, 5-7, 10, 12-13, 16-17, 19-25, 27, 29-34	10
Major Accounts Sales Manager	1-8, 10, 12-13, 16-17, 19-25, 27, 29-30, 33-34	10
Executive Producer of Content	1-3, 5-7, 12-13, 16-17, 19-25, 27, 29-34	29
National Sales Coordinator	1-3, 5-7, 10, 12-13, 16-17, 19-25, 27, 29-34	10

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### II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	(WSAB) Washington State Association of Broadcasters 724 Columbia St NW Suite 310 Olympia, Washington 98501 Phone : 360-705-0774 Url : <a href="http://www.wsab.org/">http://www.wsab.org/</a> Email : <a href="mailto:wsabjobbank@comcast.net">wsabjobbank@comcast.net</a> Char Myers	N	0
2	(WSU) Washington State University Murrow School of Communications PO Box 642520 Seattle, Washington 99164 Phone : 509-335-3068 Url : <a href="http://communication.wsu.edu/">http://communication.wsu.edu/</a> Email : <a href="mailto:mmarcelo@wsu.edu">mmarcelo@wsu.edu</a> Glenn Johnson	N	0
3	African American Chamber of Commerce 4300 NE Fremont St Suite #220 Portland, Oregon 97213 Phone : 503-244-5794 Url : <a href="http://www.blackchamber.info/default.cfm">http://www.blackchamber.info/default.cfm</a> Email : <a href="mailto:athomas@royjay.com">athomas@royjay.com</a> Roy Jay	N	0
4	Application already on file	N	1
5	Career Builder 200 N LaSalle Ste 1100 Chicago, Illinois 60601 Phone : 773-527-3600 Url : <a href="http://www.careerbuilder.com">http://www.careerbuilder.com</a> Career Service Manual Posting	N	0
6	Collective Talent (Talent only) 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : <a href="http://www.collectivetalent.com">http://www.collectivetalent.com</a> Email : <a href="mailto:bille@michaelsmedia.com">bille@michaelsmedia.com</a> Michael Bille	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
7	Commission on Black Affairs 1819 SW 5th Ave Suite 313 Portland, Oregon 97201 Phone : 503-302-9725 Url : <a href="http://www.oregon.gov/ocba/pages/contact_us.aspx">http://www.oregon.gov/ocba/pages/contact_us.aspx</a> Email : <a href="mailto:oaco.mail@oregon.gov">oaco.mail@oregon.gov</a> Lucy Baker	N	0
8	Current Employee	N	3
9	Diversity Search 805 SW Broadway Suite 2250 Portland, Oregon 97205 Phone : (503) 221-7779 Url : <a href="http://www.diversitysearch.com">www.diversitysearch.com</a> Email : <a href="mailto:sales@DiversitySearch.com">sales@DiversitySearch.com</a> Fax : (503) 221-7780 Director of Placement	N	0
10	Employee Referral	N	6
11	Former Employee	N	1
12	Glassdoor.com unknown Sausalito , California Url : <a href="http://www.glassdoor.com/index.htm">http://www.glassdoor.com/index.htm</a> Robert Hohman Manual Posting	N	2
13	Goodwill Industries 1943 SE Sixth Ave Portland, Oregon 97124 Phone : 503-238-6109 Url : <a href="http://meetgoodwill.org/">http://meetgoodwill.org/</a> Email : <a href="mailto:plangdon@gicw.org">plangdon@gicw.org</a> Paul Langdon	N	0
14	Indeed.com	N	7
15	ITT Technical Institute 9500 NE Cascades Parkway Portland, Oregon 97220 Phone : 503-255-6500 Url : <a href="http://www2.itt-tech.edu/">http://www2.itt-tech.edu/</a> Email : <a href="mailto:cflores2@itt-tech.edu">cflores2@itt-tech.edu</a> Ciran Flores	N	0

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16	Juju.com unknown New York , New York Url : <a href="http://www.juju.com/about/search_engine">http://www.juju.com/about/search engine</a> Manual Posting	N	0
17	KGW 1501 SW Jefferson St Portland, Oregon 97201 Phone : 503-226-5000 Url : <a href="http://www.kgw.com/">http://www.kgw.com/</a> Caryn Lilley Manual Posting	N	1
18	Linked In	N	3
19	Medialine.com (News Only) Box 51909 Pacific Grove, California 93950 Phone : 706-364-7564 Url : <a href="http://www.medialine.com/">http://www.medialine.com/</a> Email : <a href="mailto:medialine@medialine.com">medialine@medialine.com</a> Mark Shilstone	N	0
20	Mt. Hood Community College Career Planning & Counseling 26000 SE Stark St Gresham, Oregon 97030 Phone : 503-491-7432 Url : <a href="https://www.mhcc.edu/careercenter/">https://www.mhcc.edu/careercenter/</a> Email : <a href="mailto:mhccareer@mhcc.edu">mhccareer@mhcc.edu</a> Bhaktirose Dawdy	N	0
21	National Association of Hispanic Journalists (News Only) 1000 National Press Building 529 14th St NW Washington, District of Columbia 20045 Phone : 202-662-7145 Url : <a href="http://www.nahjcareercenter.com/">http://www.nahjcareercenter.com/</a> Kevin Olivas Manual Posting	N	0
22	Oregon Association of Broadcasters 9020 SW Washington Square Road Suite 140 Portland, Oregon 97223 Phone : 503-443-2299 Url : <a href="http://www.theoab.org">http://www.theoab.org</a> Email : <a href="mailto:theoab@theoab.org">theoab@theoab.org</a> Bill Johnstone	N	0

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**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
23	Oregon Association of Minority Entrepreneurs 731 N Hayden Meadows Drive Portland, Oregon 97217 Phone : 503-249-7744 Url : <a href="http://oame.org/default.cfm">http://oame.org/default.cfm</a> Email : <a href="mailto:Jorge@oame.org">Jorge@oame.org</a> Jorge Guerra	N	0
24	Portland Community College Student Employment Services SSB 104 PO Box 19000 Portland, Oregon 97280 Phone : 971-722-5600 Url : <a href="http://www.pcc.edu/resources/careers/resource-cent">http://www.pcc.edu/resources/careers/resource-cent</a> Email : <a href="mailto:stujobs@pcc.edu">stujobs@pcc.edu</a> Deanne Hardy	N	0
25	Portland State University PO Box 751 Portland, Oregon 97207 Phone : 503-725-4614 Url : <a href="http://www.pdx.edu/careers/posting-jobs-internship">http://www.pdx.edu/careers/posting-jobs-internship</a> Email : <a href="mailto:aidee@pdx.edu">aidee@pdx.edu</a> Aidee Casillas	N	0
26	Recruiter	N	1
27	Society of Broadcast Engineers (ENG only) 7140 SW Macadam Ave Portland, Oregon 97219 Url : <a href="http://www.sbe.org/">http://www.sbe.org/</a> K Jones Manual Posting	N	0
28	Station Website	N	1
29	TEGNA.com 7950 Jones Branch Drive McClean , Virginia Human Resources Broadcast Manual Posting	N	20
30	TVJobs.com PO Box 4116 Oceanside, California 92052 Phone : 800-374-0119 Url : <a href="http://tvjobs.com/">http://tvjobs.com/</a> Email : <a href="mailto:markch@tvjobs.com">markch@tvjobs.com</a> Mark Halloway	N	5

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31	University of Oregon School of Journalism 1200 University of Oregon Eugene, Oregon 97403-1200 Phone : 541-346-3804 Url : <a href="http://journalism.uoregon.edu/career-services/">http://journalism.uoregon.edu/career-services/</a> Email : <a href="mailto:mirandaa@uoregon.edu">mirandaa@uoregon.edu</a> Miranda Atkinson	N	0
32	University of Portland 500 N Willamette Blvd Portland , Oregon 97203 Url : <a href="http://www.up.edu/">http://www.up.edu/</a> University of Portland Manual Posting	N	0
33	<a href="http://www.mediagignow.com">www.mediagignow.com</a> 717 Green Valley Road Suite 200 Greensboro, North Carolina 27408 Phone : 336-553-0620 Url : <a href="http://www.mediagignow.com">http://www.mediagignow.com</a> Email : <a href="mailto:customerservice@mediagignow.com">customerservice@mediagignow.com</a> MediaGigNow.com	N	0
34	YWCA Job Bank PO Box 16130 Portland, Oregon 97292 Phone : 503-294-7490 Url : <a href="https://ywcapdx.org/">https://ywcapdx.org/</a> Email : <a href="mailto:susans@ywcapdx.org">susans@ywcapdx.org</a> Susan Stoltenberg	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>51</b>

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### III. RECRUITMENT INITIATIVES

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
1	9/28/2017	Participation in events sponsored by community groups	Digital Producer/Reporter participated as guest speaker at the Society of Professional Journalists Excellence in Journalism Conference, located in Anaheim, CA. She shared information about working the journalism field.	1	Digital Investigative Reporter
2	10/5/2017	Participation in events or programs sponsored by educational institutions	KGW Asst News Director spoke to a group of college students regarding news jobs and broadcast media, news and information. Met with 2 different classes.	1	Asst News Director
3	10/6/2017	Participation in events or programs sponsored by educational institutions	KGW Asst News Director spoke to a group of college students at the "Jayhawk Generations" event. Spoke to the graduating seniors about the importance of media and research.	1	Asst News Director
4	11/1/2017	Participation in events or programs sponsored by educational institutions	KGW Broadcast Engineer gave a career presentation at Clackamas Community College to the DMC100 Intro to Media Arts class. Answered questions about what it's like to work in the broadcast field.	1	Broadcast Engineer
5	11/15/2017	Participation in events sponsored by community groups	KGW Broadcast Engineer taught J220 Intro to Broadcast Journalism and J221 Intermediate Broadcast Journalism from September through December 2017 at Clackamas Community College.	1	broadcast engineer
6	12/5/2017	Participation in other activities designed by the station employment unit	KGW station tour for Clackamas Community College students, Media Arts class. The students were provided the opportunity to see a station and ask questions regarding employment.	2	Broadcast Engineer News Director
7	1/26/2018	Establishment of training programs for station personnel	Byte Back Challenge - TEGNA rolled curriculum to educate employees on the proper handling of sensitive data. Among other things, the training reminded employees that information that is personally private or private to the company should never be stored on a computer or mobile phone and should not be shared through email. The training was rolled out 1/26/18 and completed on 2/2/18.	145	All Employees

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8	3/6/2018	Establishment of training programs for station personnel	Manager Inside Out Training – Sales Leaders attend Inside Out training. This training is a part of TEGNA on-boarding training for all new sales leaders. Over the course of two days, topics covered include the art of teaching product intelligence and awareness, prospecting, presentations, building a proposal and closing the deal. Participants role play real scenarios for maximum learning.	3	Operations Supervisor Major Accounts Supv Local Sales Manager
9	3/9/2018	Participation in events or programs sponsored by educational institutions	University of Oregon Portland Media Day, 3/9/2018. Talked about the TV news industry, how it's changing, and what new journalists should know if they want to pursue a career in broadcast news. Held at the U of O's Downtown Portland campus.	1	Journalist
10	3/16/2018	Participation in events sponsored by community groups	KGW reporter participated as a panelist at the Northwest Health Foundation for participants to better understand how to work with members of the media (opinion pages and reporters). Some of the participants come with experience, while others will be relatively new to working with media professionals. There were also members interested in working in the media industry.	1	Journalist
11	4/11/2018	Participation in events sponsored by community groups	Attended the NAB Show, located at the Las Vegas Convention Center from April 11-17. NAB is the largest show for media, entertainment and technology and covers: broadcast TV, radio, production, post production, news gathering, streaming, cable TV, satellite TV, film restoration, data storage, data management, weather forecasting, industrial TV, FX, CGI, connected media, cybersecurity and more. The KGW Mgmt team met many potential job applicants.	2	Technology Manager Operations Manager



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12	4/11/2018	Establishment of training programs for station personnel	Comprehensive training that provided managers, especially new managers, an overview of important labor and employment laws. Partnering with all TEGNA business units to foster legal compliance with state and federal labor and employment laws and to develop and implement effective policies, strategies and initiatives.	10	Director Labor Relations Regional Technology Director News Operations Manager News Director
13	4/13/2018	Participation in Job Fairs	Participated in mock interviews for students at a Youth Job Fair with Worksystems, Shared information about the media industry as well as how to present yourself best in an interview.	1	Regional Finance Dir
14	5/15/2018	Sponsorship of events in the community designed to increase public awareness	College student spent a few hours at the station in order to Job Shadow with the KGW Sports Anchor. The sports anchor answered questions about working in the field of media.	1	Sports Anchor
15	5/21/2018	Participation in Job Fairs	Career Day from Portland Workforce Alliance. All students from Parkrose's PCTV school. Several employees from KGW attended and answered questions to the multitude of students interested in the broadcast industry.	14	Operations Mgr Director of Photojournalism Digital Producer Content Manager
16	5/21/2018	Sponsorship of events in the community designed to increase public awareness	25 Students from a video class received a KGW station tour. The tour included Camera Demos and master control, studio and lighting.	1	Regional Finance Dir Operations Manager Asst News Director
17	5/24/2018	Sponsorship of events in the community designed to increase public awareness	Spoke for 2 hours at Clark Community College to a class of Media Students. Explained to the class what the various roles in the News Business are and shared some video/news stories.	2	Producer Reporter
18	6/1/2018	Establishment of a mentoring program	The KGW digital team (located within the news dept) served as mentors to the summer college intern, June - Aug 2018.	2	Digital Investigation Reporter Digital Director
19	6/11/2018	Sponsorship of events in the community designed to increase public awareness	Job Shadow day for college student interested in a career with a broadcast station. He was able to shadow several KGW departments: Marketing, News, and Commercial Production.	3	President and GM Marketing Director Asst News Director

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20	6/11/2018	Sponsorship of events in the community designed to increase public awareness	Job Shadow for 2 college students over the course of 4 days throughout KGW. Shadowed, news, marketing, sales and commercial production.	4	Executive Producer Multimedia Marketing Man Sales Operations Manager Prod. Manager & Sr. Marketing Producer
21	6/18/2018	Establishment of training programs for station personnel	Content Summit (June 18-21), News, Digital and Marketing Directors and General Managers attended the TEGNA HQ Content Summit. Over the course of four days, leaders focused on new ways to examine and transform content, shared transformational journeys and best practices across all platforms, trained on ethics and social media policies and capitalized on networking and recruitment opportunities.	3	General Manager Marketing Director News Director
22	7/9/2018	Establishment of an intern program designed to assist members of the community	A Columbia University undergraduate student job shadowed the newsroom for the day. Met with reporters and news management.	2	Regional Finance Director Digital Producer
23	7/25/2018	Participation in events sponsored by community groups	Attended Promax, located in Las Vegas, Nevada. This is the Annual meeting of marketers from television stations across the nation who meet to share ideas, hear from industry leaders, and see what other marketers are presenting.	1	KGW Marketing
24	8/8/2018	Participation in events sponsored by community groups	The NAHJ 2018 International Training Conference and Career Fair brings together the top trainers to create a curriculum and hands on education to help advance careers and develop leaders in the newsroom and the media industry.	1	Digital Content Producer
25	8/16/2018	Establishment of an intern program designed to assist members of the community	A student who attends Whitworth University in Spokane, completed her 6-week internship with the KGW digital team located in the newsroom.	2	Digital Managing Editor Regional Digital Director

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26	9/5/2018	Participation in job banks, internet programs and other programs designed to promote outreach	Digital Producer/Reporter participated as guest speaker at the Investigative Reporters and Editors (IRE) conference, which is the world's largest network of investigative journalists located in Orlando, FL, June 14-27, 2018. Explained the challenges of working as an investigative journalist.	1	Digital Investigative Reporter
27	9/20/2018	Provision of training to management	TEGNA Labor Relations Training – Labor Relations provides monthly webinar training sessions for HR Business Partners to stay informed of current and changing employment laws. Best practices are discussed and HR Business Partners then share this topical information with their executive teams. This topic was in reference to ADA requirements and service animals.	1	HR Business Partner