

## EEO PUBLIC FILE REPORT

For the reporting period of 10/01/2017 through 9/30/2018

**This report covers the following station employment unit (SEU):**

<b>Licensee / Permittee Name</b>	<b>Call Sign and Type</b>	<b>Community of License (City, State)</b>	<b>FCC Facility ID Number</b>	<b>LMA</b>
Salem Media of Oregon, Inc.	KPDQ(AM)	Portland, Oregon	58628	N/A
Salem Media of Oregon, Inc.	KPDQ-FM	Portland, Oregon	58629	N/A
Salem Media of Oregon, Inc.	KRYP(FM)	Gladstone, Oregon	82062	N/A
Salem Communications Holding Corporation	KFIS(FM)	Scappoose, Oregon	50553	N/A
Salem Media of Oregon, Inc.	KDZR(AM)	Lake Oswego, Oregon	86618	N/A
Salem Media of Oregon, Inc.	KPAM(AM)	Troutdale, Oregon	29553	Yes

### **I. VACANCY LIST**

**The following is a list of all vacancies for full-time jobs filled during the reporting period and the recruitment source ("RS") that referred the person hired for each vacancy:**

<b>Job No.</b>	<b>Job Vacancy Title</b>	<b>Recruitment Source that Referred Hired Person</b>	<b>Date Filled</b>	<b>RS's Contacted to Fill Vacancy</b>
1	Promotions & Engineering Coordinator	Current employee	10/2/17	1,3-5, 7-8, 16, 18-20
2	KPAM Afternoon Show co-host	Hired Due to LMA	1/3/18	None*
3	KPAM Afternoon show co-host	Hired Due to LMA	1/3/18	None*
4	KPAM Morning show co-host	Hired Due to LMA	1/3/18	None*
5	KPAM Morning show co-host	Hired Due to LMA	1/3/18	None*
6	KPAM Morning show producer	Hired Due to LMA	1/3/18	None*
7	KPAM Morning show News Reporter	Hired Due to LMA	1/3/18	None*
8	KPAM Promotions and Sales Coordinator	Hired Due to LMA	1/3/18	None*
9	KPAM Local Sales Manager	Hired Due to LMA	1/3/18	None*
10	KPAM Account executive	Hired Due to LMA	1/3/18	None*
11	KPAM Account executive	Hired Due to LMA	1/3/18	None*
12	Traffic and Board operator	Current Employee	4/9/18	1-2, 4, 7, 9-11, 14, 16, 18-20,
13	Accounts Receivable/Accounts Payable Coordinator	Current Employee	6/11/18	1-20
14	Morning Show News Anchor	Current Employee	8/20/18	1-6, 8-12, 14-16, 18-20

**\*Exigent circumstances: Salem Media of Oregon, Inc. is acquiring KPAM station and simultaneously began programming station under an Local Marketing Agreement and as a result, as Buyer, Salem Media of Oregon, Inc retained and hired each of the seller's employees.**

### **II. RECRUITMENT SOURCE LIST**

**During the reporting period, the following recruitment sources ("RS") were contacted as vacancies for full-time SEU jobs opened. There was a total of 18 people interviewed for full-time positions.**

RS No.	Recruitment Source	(*)	Address, Telephone and Contact Person of RS	Number of Interviewees Referred by RS
* Denotes those organizations that requested notification of vacancy information				
1	Handshake.com		<a href="http://joinhandshake.com">http://joinhandshake.com</a>	1
2	Chemeketa Community College		Career Center PO Box 14007 Salem, OR 97309 503-399-5026 Fax 503-399-7483 <a href="https://www.myinterfase.com/chemeketa/">https://www.myinterfase.com/chemeketa/</a>	0
3	City University of Seattle		Career Services 3925 NE 72 <sup>nd</sup> Avenue Vancouver, WA 98661 800-474-6850 FAX 360-449-6767 <a href="mailto:info@cityu.edu">info@cityu.edu</a>	0
4	Concordia University		Jane Samuels, Career Center 2811 NE Holman Portland, OR 97211 503-288-9371 Fax 503-493-6575 <a href="mailto:careerservices@cu-portland.edu">careerservices@cu-portland.edu</a>	0
5	Hispanic Metropolitan Chamber		PO Box 1837 Portland, OR 97207 503-222-0280 <a href="http://hmccoregon.com/business/job-board/">http://hmccoregon.com/business/job-board/</a>	0
6	The Asian Pacific American Network of Oregon		2788 SE 82nd Ave Suite 203 97266 Phone: (971) 340-4861 Email: <a href="mailto:info@apano.org">info@apano.org</a> <a href="http://www.apano.org/resources/community-job-board/employers/">http://www.apano.org/resources/community-job-board/employers/</a>	0
7	Mt. Hood Community College		Career Center, Attn: Daniel 26000 SE Stark Street Gresham, OR 97030 503-491-6422 Fax 503-491-6090 <a href="mailto:mhcareer@mhcc.edu">mhcareer@mhcc.edu</a> <a href="http://mhcc.edu/Employers/">http://mhcc.edu/Employers/</a>	0
8	Asian Health & Services center		3430 SE Powell Blvd, Portland, OR 97202 503-872-8822 Fax: 503-872-8825 <a href="mailto:info@ahscpx.org">info@ahscpx.org</a>	0
9	University of Oregon Career Center		University of Oregon Career center 1200 University of Oregon Eugene, OR 97403 <a href="https://career.uoregon.edu/postjobs">https://career.uoregon.edu/postjobs</a>	0
10	Clackamas Community College - Career Center		19600 S Molalla Ave Oregon City, OR 97045 503-594-6001 <a href="mailto:careercenter@clackamas.edu">careercenter@clackamas.edu</a>	0
11	Multnomah University		8435 NE Glisan St, Portland, OR 97220 <a href="https://multnomah.optimalresume.com">https://multnomah.optimalresume.com</a>	0

12	Oregon Association of Broadcasters		2420 NE SANDY BOULEVARD, SUITE 120 PORTLAND, OR 97232 <a href="mailto:theoab@theoab.org">theoab@theoab.org</a>	0
13	Linfield College		900 SE Baker Street McMinnville, OR 97128 <a href="https://www.linfield.edu/career">https://www.linfield.edu/career</a>	0
14	Portland Community College		Portland Community College PO Box 19000 Portland, OR 97280-0990 <a href="mailto:stujobs@pcc.edu">stujobs@pcc.edu</a> <a href="https://www.myinterfase.com/pcc">https://www.myinterfase.com/pcc</a>	0
15	Radio Online		<a href="http://www.radio-online.com/">http://www.radio-online.com/</a>	0
16	Worksource Oregon		Worksource Oregon 506 High Street Oregon City, OR 97045 971-673-6400 <a href="http://www.employment.oregon.gov">www.employment.oregon.gov</a>	0
17	Urban League of Portland		<a href="https://ulpdx.org/jobs/">https://ulpdx.org/jobs/</a>	0
18	Christianjobs.com		christianjobs.com Karen Davenport <a href="mailto:Karen.davenport@salemmedia.com">Karen.davenport@salemmedia.com</a>	0
19	Salem Media Group, Inc. (Including Facebook, Twitter and LinkedIn)		<a href="mailto:Karen.Davenport@salemmedia.com">Karen.Davenport@salemmedia.com</a> 4880 Santa Rosa Rd Camarillo, CA 93012	1
20	AllAccess.com		Allaccess.com	0
<b>OTHER SOURCES OF INTERVIEWEES</b>				
<b>No.</b>	<b>Description of Other Sources</b>			<b>Number of Interviewees</b>
21	Radio Ads – KPDQ(AM), KPDQ(FM), KFIS(FM), KRYP(FM), KDZR(AM)			0
22	Radio Internet Websites: KPDQ(AM), KPDQ(FM), KFIS(FM), KRYP(FM), KDZR(AM)			0
23	Job Fairs			0
24	Employee Referrals			2
25	Unsolicited Resumes/Contact/Walk-in			0
26	Other Referrals			1
27	In House Postings: Internal Interviews / Current Salem Media Group Employees			4
28	Other Internet Websites: indeed.com, glassdoor.com, and others not specified			9
<b>Total Number of Interviewees</b>				<b>18</b>

### III. OUTREACH INITIATIVES

The following outreach initiatives were completed by the SEU during the reporting period:

#### A. Job Fair:

The station employment unit participated in the following job fairs by providing radio advertising for each event during the reporting period. For each event, job description handouts and job postings were provided as well as information and instructions on how to submit resumes and applications to the company's website.

1. On February 14, 2018, the SEU participated in The City of Portland's Annual Diversity Employment Day Career Fair held at The Melody Ballroom, 615 SE

Alder St., Portland, OR 97214. The SEU also did on-air advertisements and the SEU was listed as a Co-Media Sponsor and Diversity Partner.

2. On July 31, 2018, the SEU participated in The National Career Fair held at the Sheraton Portland Airport Hotel, 8235 NE Airport Way, Portland, OR 97220. The SEU did on-air advertisements for the career fair.

**B. Management Training:**

The Salem Director of Human Resources conducts monthly HR Network Training sessions via teleconference and PowerPoint presentations, which includes review of EEO policies and compliance. The SEU's Business Manager participates in these training sessions each month and then routinely communicates with the SEU's General Manager and other management team members to keep all employees apprised of the Company and SEU's policy on equal employment.

**C. Training for Higher Level Positions:**

The SEU has a training program designed to enable station personnel to acquire skills to qualify for higher level positions. The Promotions Assistant was being cross trained with the Production department and learning how to be an on-air personality and reporter. The Social Media Director has been training with the Sales Manager on Selling techniques, meeting with clients and leading sales meetings. The Promotions assistant was being trained by the Promotions director on management skills and Website management. The Board operator had been learning how to be an on-air personality and reporter by the Operations Director. All training is an on-going effort to prepare these employees for advancement within the company.

**D. Mentoring Program for Higher Level Positions:**

The SEU has an ongoing mentoring program designed to enable station personnel to acquire skills to qualify for higher level positions. Various station personnel mentor other employees at least two times per month, which includes mentoring a Sales Manager for a General Manager position and mentoring a Talk Show Producer for an Operations Director position should any become available locally or elsewhere in the company.

**E. Other Activities:**

The SEU considers the opportunity to give children and community members tours of the radio stations a chance for them to learn about radio and media therefore, possibly peak an interest in future careers.

1. On October 19, 2017 a group of business professionals from the Society of Adventist Communicators toured the studio lead by our Operations Director.
2. On March 9<sup>th</sup>, 2018 a group from the 4<sup>th</sup> grade class from Southwest Bible School had a studio tour lead by our Talk Show host.
3. On April 20<sup>th</sup>, 2018 a group of 40 home school students from Light Homeschool co-op group had a studio tour lead by our Promotions Director.