

TOWNSQUARE MEDIA BILLINGS LICENSE, LLC
KCTR-FM, KMHK-FM, KKBR-FM, KCHH-FM, KBUL(AM)
EEO PUBLIC FILE REPORT
December 1, 2019 – November 30, 2020

I. VACANCY LIST

See Master Recruitment Source List (MRSL) for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Account Executive	1-4, 6-8,11-14	6
Account Executive	Exigent Circumstances	Exigent Circumstances
Account Manager	1-4, 6-8,11-14	6
Receptionist	1-4, 6-8,11-13	12

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over 12-month period
1	Townsquare Media Billings Websites www.kctr.com www.kchh.com www.newsradio970.com www.kbear.com www.kmhk.com	N	0
2	Indeed.com (via Greenhouse)	N	19
3	Facebook TSM	N	0
4	Glassdoor.com (via Greenhouse)	N	0
5	Internal(employee)	N	1
6	TSM Careers (via Greenhouse)	N	5
7	TSM Facebook	N	0
8	Jobvite LinkedIn (via Greenhouse)	N	0
9	Employee Referral	N	0
10	Non-Employee Referral	N	0
11	Simplyhired.com (via Greenhouse)	N	0
12	Advanced Employment Temp Service	N	1
13	Career Builder (via Greenhouse)	N	0
14	MSU-Billings Career Center	N	0
15	Self Referral	N	0
TOTAL INTERVIEWEES OVER 12 MONTH PERIOD			26

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Sponsored by Educational Institutions	The Station Employment Unit participated in a phone interview with the teacher and students at a local high school. The High School Music Teacher asked Questions regarding the broadcast industry. A Q&A session was conducted with a number of students inquiring about the business and different jobs in the industry.
2	Sponsorship of Job Fair	The Station Employment Unit or SEU participated in & was a Premier Media Sponsor in the JSEC Jobs Jamboree Fair March 18, 2020. The jobs jamboree is sponsored by the Billings Job Service & The Billings Job Service Employers Committee Membership of the Billings Job service & The Billings Job Service Employers Committee includes substantial participation of women and minorities. Due to Covid-19 outbreak the in person Job Fair was cancelled and a Virtual Career Fair was held on 3/17/2020
3	EEO Management Training	The SEU conducted training to key management personnel in the rules and regulations ensuring equal employment opportunity methods and documentation to prevent discrimination. Management engaged in initiatives they will be proactive in in the upcoming months.