

**EEO PUBLIC FILE REPORT**

**Reporting Period:** October 1, 2020 to September 30, 2021

**Stations Included in Report:** KCCN(FM), KINE(FM), KRTR(FM), KPHW(FM), KPRP(AM), KKEA(AM)

**I. List of Recruitment Sources**

(including the number of interviewees referred during the reporting period)

\* An asterisk next to the name of the source indicates that this source sought to receive notice of vacancies

| Code  | Recruitment Source                            | Address  | Contact Person                       | Phone        | Number of Interviewees Referred |
|---|---|--|--------------------------------------|--------------|---------------------------------|
| <b>Common Sources</b>                         |   |  |                                      |              |                                 |
| C1  | Referral                                      |  |                                      |              | 6                               |
| C2  | Radio Advertising                             | KCCN(FM), KINE(FM), KRTR(FM), KPHW(FM), KPRP(AM), KKEA(AM)   |                                      |              |                                 |
| C3  | Indeed  | <a href="http://www.Indeed.com">www.Indeed.com</a>   |                                      |              | 2                               |
| C4  | All Access                                    | <a href="http://www.allaccess.com">www.allaccess.com</a>   |                                      |              |                                 |
| C5  | Hawaii Assn of Broadcasters Virtual Job Fairs | <a href="mailto:Jamie.hartnett@gmail.com">Jamie.hartnett@gmail.com</a>                                     | Jamie Hartnett                       |              |                                 |
| C6  | Summit Media Websites                         | KCCNFM100.COM; HAWAIIAN105.COM; KRTR96.COM; POWER1043.COM  |                                      |              | 1                               |
| C7  | SummitMedia.com                               | 2700 Corporate Drive, Suite 115<br>Birmingham, AL 35242  |                                      | 205-322-2987 |                                 |
| C8  | Internal Posting                              |  |                                      |              |                                 |
| C9  | LinkedIn.com                                  | LinkedIn.Com   |                                      |              |                                 |
| C10   | ZipRecruiter                                  | <a href="http://www.ziprecruiter.com">www.ziprecruiter.com</a>   |                                      |              |                                 |
| C11   | Shidler College of Business                   | <a href="mailto:Shidlercollegeofbusiness@csm.symlicity.com">Shidlercollegeofbusiness@csm.symlicity.com</a> |                                      |              |                                 |
| C12   | Hawaii Pacific University                     | 1164 Bishop Street Ste 122, Hon, HI 96813  | Michael Van Lear-Carrier Service Ctr |              |                                 |
| C13   | Honolulu Community College-Mele Program       | 874 Dillingham Blvd. Honolulu, HI 96817  | John Vierra, Mele Program Director   |              |                                 |
| C14   | Kapiolani Community College                   | Myinterfase.com  | Covers all community college Hawaii  |              |                                 |
| <b>Total Number of Interviewees Referred:</b> |   |  |                                      |              | <b>9</b>                        |

**II. Full-time Vacancies Filled During the Reporting Period**

| Job Title                  | Recruitment Sources Utilized to Fill Vacancy | Recruitment Source for Person Hired (by code number) |
|----------------------------|--|--|
| Multimedia Account Manager | C1/C3/C6/C9                                  | Code Number: C6<br>Hire Date: 6/1/2021               |
|                            |  |  |
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**III. Non-Vacancy Specific Recruitment Efforts During Reporting Period**

|  |   |
|--|---|
| <p><b>Participate in program/event sponsored by or on behalf of an educational institution relating to career opportunities in broadcasting</b></p> <p>Promotions Director and Disc Jockey (Power 104.3) were invited to attend School Luncheon at at McKinley High School Friday, Aug 13,2021 to support the McKinley Student Body in raising school spirit by hosting an event as the students returned to school.<br/>Summit Staff also answered questions from students regarding job opportunities in radio.</p>  | <p><b>Participate in program/event sponsored by or on behalf of an educational institution relating to career opportunities in broadcasting</b></p> <p>The following was done to discuss career and internship opportunities with our Market:<br/>September 10, 2021, Summit Media Hawaii President met with the University of Hawaii President to discuss how we restart our relationship through career services and their radio station, KTUH-FM.<br/>September 23, Summit Media Hawaii President spoke with the person who oversees all student activities with KTUH<br/>September 27, 2021, Summit Media Hawaii President met with the Director of Career Services for University of Hawaii to relate conversation with the University President and to re-establish our relationship.</p>   |
| <p><b>Internship Program</b></p> <p>Participation will allow students to:</p> <ul style="list-style-type: none"> <li>-apply what they have learned in the classroom to practical applications</li> <li>-become familiar with practices and practitioners of their chosen field</li> <li>-develop professional materials for a portfolio</li> <li>-be exposed to the working environment</li> <li>- receive supervision, and mentoring, from a professional communicator</li> <li>-become aware of career opportunities in their chosen field</li> <li>- critically examine current practices in radio as it applies the relationship promotions has with sales and programming</li> <li>-acquire practice in the many skill areas required for success in the field</li> </ul> | <p>Promotions Department:<br/><b>Interns - Hawaii Pacific University: 2</b></p> <p>The purpose of the Promotions Internship is to provide the intern with meaningful and increasingly responsible work assignments directly correlated to the academic work in the major functional areas of the interns’ career field as it applies to Radio and Promotions. All interns were involved in all FM station activities: KRTR, KINE, KCCN, and KPHW.</p> <p>Duties include executing various on-site events and promotions, setting up sound systems, radio station tents, tables, hanging banners, and running interactive games with event goers. Position also requires assisting in developing and posting visually appealing marketing materials for website and social media marketing campaigns. Interns will be required to work with the sales and programming departments to properly execute on-site and online promotions. Interns will be responsible for maintaining station vehicles.</p> <p>Interns also spent some time in our Production Department specifically with Minh. They shadowed him when it came to production of our ad spots. They had the chance to observe the process of how an ad spot is created from voicing, to production, and the final edits leading to completion. A couple of our interns also had the experience of voicing a spot.</p> |
| <p><b>Two On Site Tours</b><br/>2 on site tours for University of Hawaii- West Oahu<br/>(1 virtual, 1 in person)</p> <p><b>Virtual tour</b> consisted of a video shot of the KPHW studio hosted by Disc Jockey of Power104.3. An interview with the Promotions Director to talk about the promotions department/radio careers; it was also recorded. Both were to be later shown to UHWO students for the 2021 school year. Interviewed 10/22/20, virtual tour on 12/22/20.</p> <p><b>In person site tour</b> was requested by a student from UHWO who was interested in interning for us but did not meet qualifications to do so yet.<br/>Tour took place on 08/05/21</p>  |   |

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